

APPROVED BY:

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REGULATIONS
FOR THE DEVELOPMENT OF THE ACADEMIC STAFF
OF THE UNIVERSITY OF FORESTRY

Sofia, April 2019

The Regulations for the Development of the Academic Staff of the University of Forestry were adopted for the first time on 14.04.2011 in accordance with the adoption of the Act on the Development of the Academic Staff in the Republic of Bulgaria and the Regulations for the Implementation of the ADASRB, which superseded the Act on Scientific Degrees and Scientific Titles and the Regulations for its implementation.

The revision of these Regulations is aimed at synchronizing the terms and conditions for holding academic positions and acquiring scientific degrees with the provisions of the national legislation. They are implemented as a result of the Act on Amendments and Supplements of the ADASRB, adopted by the National Assembly of the Republic of Bulgaria in April 2018 (Prom. SG 30/3.4.2018), the Regulations for the Implementation of the ADASB, adopted by the Council of Ministers in July 2018 (Decree of the Council of Ministers 122/29.06.2018 – Prom. SG 56/29.06.2018) and the amendments and supplements of the RIADASAB of February 2019 (Decree of the Council of Ministers 26/13.02.2019 – Prom. SG 15/19.02.2019). The experience and practice of the University of Forestry in conducting competitions for holding academic positions and procedures for acquiring scientific degrees have also been taken into consideration.

Chapter One. GENERAL PROVISIONS

Art. 1. (*Suppl. – UF 2018*) These Regulations shall govern the terms and conditions for the implementation of the Act for the Development of the Academic Staff in the Republic of Bulgaria (ADASRB) and the Regulations for the Implementation of the ADASRB (RIADASRB) in the University of Forestry (UF), and in accordance with the requirements of the Higher Education Act (HEA) and the Regulations of the UF.

Art. 2. (1) The academic staff of the UF shall include the persons holding academic positions, as well as other persons under the HEA, providing highly qualified teaching and research activities, corresponding to the specifics of the UF, and being in employment relations with the UF.

(2) The academic positions of the research and teaching staff shall be:

1. for habilitated lecturers – „Associate Professor“ and „Professor“;
2. for non-habilitated lecturers – „Assistant Professor“ and „Chief Assistant Professor“.

(3) The teaching positions of the non-habilitated persons, who are assigned only with teaching activities for non-specialists in language training, sports, etc., shall be „Lecturer“ and „Senior Lecturer“.

(4) The scientific degrees shall be:

1. „Doctor“ (PhD) (educational and scientific);
2. „Doctor of Science“ (scientific).

(5) (*Revoked – UF 2018*).

(6) (*New – UF 2018*) Persons who have acquired the educational and scientific degree „Doctor“ and the scientific degree „Doctor of Science“, as well as the habilitated persons, shall be entered in the public Register of the National Centre for Information and Documentation (NACID) within 14 days from the date of issuance of the diploma or the date of selection, respectively.

Art. 2a (*New – UF 2018*) **(1)** Candidates for acquiring scientific degrees or holding the academic positions „Chief Assistant Professor“, „Associate Professor“ and „Professor“ must meet the applicable minimum national requirements (MNR) for the respective scientific, teaching and/or artistic or sporting activity, as defined in the RIADASRB by scientific fields and/or professional fields for each scientific degree or academic position (**Annex**).

(2) The minimum national requirements shall be a set of requirements, each of which is determined by the numerical values of one or several objectively measurable indicators, relevant to the respective scientific field and/or professional field, such as:

1. scientific metrics reflecting the scientific results and their response in the scientific literature, and/or indicators reflecting measurable achievements in artistic or sporting activities such as: number of authors' monographs, number of publications in referenced and indexed publications, number of chapters in books, number of studies and/or surveys, number of citations without self-citations in referenced and indexed publications by other authors of the candidate's publications, number of applications for international patents filed, number of applications for national patents filed, number of issued international and/or number of national patents, number of reports presented - including plenary and upon invitation – at scientific conferences; honours and awards received in connection with the candidate's scientific, artistic or sports achievements, number of participations in scientific and/or organizational committees of international conferences, participations as editor or as a member of the editorial team in referenced and indexed publications, number of successfully managed scientific projects by the candidate in the field of the respective scientific, artistic-creative or sports activities or participation therein as a member, number of authors' exhibitions, number of authors' movies, number of broadcast own radio- and/or television shows, number of presented authors' concerts, number of written scores and other similar achievements, and other proprietary rights;

2. indicators reflecting measurable academic results in teaching activity such as: number of candidate-supervised dissertations for the acquisition of the educational and scientific degree "Doctor", number of new lecture courses introduced, number of new exercises for lecture courses developed, number of published textbooks abroad, number of published textbooks and/or teaching materials in the Republic of Bulgaria, including electronic textbooks, management of Master's and/or Bachelor's degree programmes and other similar academic achievements in teaching.

(3) The minimum national requirements under para. 2 by scientific fields and/or professional fields for the acquisition of each scientific degree and the occupation of each academic position shall be expressed as the minimum number of points the candidate has to obtain according to his/her individual scores on these indicators.

(4) Any candidate who has received not less than the minimum number of points for the respective scientific field or professional field, and for the respective scientific degree and academic position based on his/her individual results on the indicators under para. 3, shall meet the minimum national requirements.

(5) When announcing competitions for holding the academic positions “Chief Assistant Professor”, “Associate Professor” and “Professor” in the UF, as well as when recruiting lecturers under the Procedure for the transfer from an academic position in other higher education institution (HEI) or scientific organization (SO) to the same academic position in the UF, additional requirements to the candidates may be specified, aimed at recruiting competent and appropriate research and teaching staff, corresponding to the specifics of the announced position. The additional requirements shall not be discriminatory (see “*discrimination*” – § 1a, Additional Provisions).

Art. 3. (Suppl. – UF 2018) (1) The procedures for admittance of full-time and part-time doctoral students by state quota, as well as for holding the academic positions “Chief Assistant Professor”, “Associate Professor” and “Professor” shall be opened by a decision of the Academic Council (AC) for conducting a competition. The decisions of the AC shall be made by an open voting and a simple majority. The competition shall be announced in the State Gazette and on the website of the UF. Information on the competition shall also be sent to the NACID for publication no later than 7 days after the decision to announce the competition.

(2) (Prev. para. 3 – UF 2011) Candidates shall submit documents in accordance with the terms and conditions, stipulated in these Regulations, within a term, not shorter than two months after the announcement in the State Gazette.

(3) (New – UF 2018) The procedures for holding the positions “Assistant Professor”, “Lecturer” and “Senior Lecturer” shall be opened by a decision of the Budget and Staff Commission (BSC) at the AC of the UF (Art. 83, para. 1 of the Regulations of the UF). The proposals for opening the procedures shall be made by the heads of departments and submitted to the BSC by the Dean of the faculty. In case of a positive decision by the Budget and Staff Commission, the information on the competition shall be announced on the website of the UF through the Sector “Academic Staff” (SAS). The term shall be not shorter than one month after the announcement on the website of the UF.

(4) (New – UF 2018) The assessment of a dissertation thesis and the candidates for holding the academic positions “Chief Assistant Professor”, “Associate Professor” and “Professor” shall be carried out only for persons who meet the minimum national requirements under Art. 2a, para. 2, 3 and 4 and the additional requirements under Art. 2a, para. 5.

Art. 4. (1) The assessment of dissertation theses for acquiring scientific degrees and of the candidates for holding the academic positions „Chief Assistant Professor”, “Associate Professor” and “Professor” shall be carried out by scientific panels (SP). For each specific procedure, the composition of the scientific panel shall be approved by the Faculty Council (FC) upon a proposal made by the department council (DC), at whose request the procedure has been initiated.

(2) (Corr. – UF 2018) The Rector of the UF shall determine by order the composition of the SP and a technical secretary from the staff of the department or faculty who shall assist in keeping the documentation, organization and implementation of the procedures, within 14 days from the receipt of the approved proposal under para.1.

(3) (Corr. and suppl. – UF 2018) As members of the SP shall be elected persons habilitated in Bulgarian higher education institutions or scientific organizations, with results in the respective specialty and/or professional field of the competition or topic of the dissertation, and if not possible - in the respective scientific field, included in the register under Art. 2a, para. 6, and/or scientists from foreign higher education institutions or scientific organizations with results in the relevant specialty and/or professional field and/or scientific field. In the case of the interdisciplinary nature of the announced competition or topic of the dissertation, at least one member of the panel must be from another scientific field, to which the announced competition or topic of the dissertation is relevant. The selection shall be made from two distinct groups - external and internal members for the UF. When selecting a SP, one external and one internal reserve member shall also be appointed.

(3a) (New – 2019) In case of competitions in a professional field, which is not accredited in the UF and there are no habilitated persons in the Register of the Academic Staff at the NACID from the UF, all members of the scientific panel may be external ones.

(4) (New – UF 2018) The members of the SP must meet the relevant minimum national requirements under Art. 2a, para. 2 and 3.

(5) (Previous para. 4 – UF 2011) As members of the SP under para. 1 shall not be elected persons:

1. who have a conflict of interest within the meaning of § 1, item 2a of the Additional provisions with a candidate to obtain a scientific degree or to hold an academic position, or for whom the 3-year restriction, due to an established conflict of interest applies, as of the act establishing the conflict;

2. who are related persons within the meaning of § 1, item 5 of the Additional provisions, with a candidate for acquiring an academic degree or for holding an academic position;

3. for whom plagiarism in the scientific papers has been proved by the legally established order;

4. who are dismissed from an academic position pursuant to Art. 35, para. 1, item 2 of the ADASRB;

5. who have been members of the SP under the previous two consecutive procedures for the defence of a dissertation thesis and/or for holding an academic position in the same professional field, in the respective higher education institution or scientific organization, in cases where there is a sufficient number of habilitated persons in this professional field. The responsibility for meeting this requirement shall be assigned to the Head of the DC when forming the proposal for the membership of the SP, and the control over its implementation shall be assigned to the Dean of the faculty.

(6) (*New – UF 2018*) The circumstances under para. 5, items 1 - 4 in the procedures for acquiring a scientific degree and for holding an academic position shall be established by a declaration by each member of the SP.

Art. 4a. (*New – UF 2018*) **(1)** The candidate for acquiring the educational and scientific degree “Doctor” or the scientific degree “Doctor of Science” shall be entitled to submit a request to the Dean of the faculty for replacement of one member of the proposed SP membership. The proposal can be made within 7 days after the submission of the report of the Head of department to the Dean with the proposed membership of the SP. The Department Council shall discuss membership applications and accept a proposal for a new SP member from the quota of the recalled member. The new member must meet the requirements of Art. 4, para. 3 and 4 and the limitations under Art. 4, para. 5. The new membership of the SP shall be proposed at the forthcoming FC for approval. The request may only be made once.

(2) The candidate admitted to the competition for holding the academic position “Chief Assistant Professor”, “Associate Professor” or “Professor” shall be entitled to submit a request to the Dean of the faculty for replacement of one member of the elected SP. The request shall be made within 7 days from the receipt of the admission notice. This right may only be used once. The recalled member of the SP shall be replaced with the reserve member of the same quota. The membership of the SP shall be completed with a new reserve member under the provisions of Art. 4, para. 1 and 2.

(3) If more than one candidate is admitted in the competition for holding the academic position “Chief Assistant Professor”, “Associate Professor” or “Professor”, each of the admitted candidates shall have the right to submit a single request to the Dean of the faculty for replacement of one member of the SP. The request shall be made within 7 days from the receipt of the admission notice. The Department Council shall discuss membership applications and accept proposals for completing the membership of the SP from the quota of the members, proposed for replacement. The new members must meet the requirements of Art. 4, para. 3 and 4, and the limitations of Art. 4, para. 5. The completed membership of the SP shall be proposed at the forthcoming FC for approval. The Rector shall issue an order for appointing the panel within 7 days. Each candidate shall have the right to submit a request for replacement of a SP member only once.

Art. 4b. (*New – UF 2018*) **(1)** The scientific panel meetings shall be held in the presence of all members or when more than half of its members are present, and the rest members participate in absentia. The participation in absentia shall be allowed only when a technical connection and a real-time participation are provided. The refusal to attend a panel meeting or the refusal to sign the minutes shall be considered a negative vote and shall not be a reason to suspend the procedure.

(2) The decisions of the panel shall be made by an open voting and simple majority by the SP members, determined by the Rector’s order.

(3) When assessing the dissertation theses for acquiring scientific degrees or the candidates for holding the academic positions “Chief Assistant Professor”, “Associate Professor” and “Professor”, each member of the SP shall vote with a positive or a negative vote.

(4) The vote of SP shall be considered positive if more than half of the SP members have voted with a positive vote.

(5) (*Corr. – UF 2018*) The decisions of the panel may also be taken in absentia in which case the discussion and voting shall be carried out in real time (online) via the appropriate technical means. Voting in absentia shall be allowed only when more than half of the SP members are present at the meeting.

(6) In case of circumstances that make it impossible for a SP member to participate in the panel work, including the preparation of a review or an opinion, the respective member shall notify the chairperson of the SP in writing. The SP membership shall be completed with a reserve member from the respective quota. The reserve member shall have at least 3 weeks to prepare the review/opinion and submit it within the specified term. In case when a SP member does not participate in the work of the panel and has not prepared a review/opinion and the terms do not allow his/her substitution with a reserve member, the vote of the respective member shall be considered negative. The refusal to attend a panel meeting shall not be a reason to suspend or postpone the procedure.

(7) The SP meeting shall not be held if the requirements of para. 1 have not been met. A new meeting shall be held after 7 days from the date of the unsuccessful meeting.

(8) The SP meetings shall be recorded in minutes of the meeting. The minutes of all meetings shall be signed by the chairperson, the present SP members, and the technical secretary, certifying their participation and the legality of the decisions taken.

(9) The chairperson of the SP shall submit a report to the Dean of the faculty within 7 days after the conducted final meeting to inform him/her about the decision of the SP on the procedure, and shall make a proposal to elect the candidate for holding the academic position.

Art. 4c. (New – UF 2018) (1) At its first meeting, the SP elected in a procedure for acquiring the educational and scientific degree “Doctor” and the scientific degree “Doctor of Science” shall:

1. elect one of its members, who is a representative of the UF, as a chairperson;
2. review the implementation of the procedural requirements;
3. determine the reviewers amongst its members;
4. determine the reviewer who shall give a written opinion in a 1-month term on the compliance of the extended abstract of the dissertation with the dissertation thesis;
5. set the deadline for the submission of reviews and opinions. Terms and dates shall be in accordance with the requirements of the ADASRB, RIADSRB and these Regulations;
6. perform the necessary administrative activities for conducting the procedure (signing of declarations, contracts, minutes).

(2) If plagiarism has been determined by a member of the scientific panel, or a written, non-anonymous and justified plagiarism alert has been received by the Dean of the faculty („plagiarism“ – see item 7, §1 of the Additional Provisions) in specific named parts of candidate’s scientific works, the chairperson of the SP shall schedule a panel meeting which shall be held no later than 7 days after receiving the alert. The presented facts shall be discussed at the meeting and a hearing of the candidate for acquiring a scientific degree shall be hold. Anonymous signals and signals with principal allegations of plagiarism without specific justified supporting materials shall not be considered. The scientific panel shall make a binding and unambiguous decision on the presence or absence of plagiarism in the candidate’s works and shall make a final decision. The discussions and decisions of the SP shall be recorded. The submitted written alerts shall be an inseparable part of the minutes.

(3) If the decision of the SP under para. 2 is positive (plagiarism has been detected) the candidate shall not be allowed to defend his/her dissertation thesis.

(4) In the event of plagiarism alert received during an already initiated procedure for assessment of a dissertation thesis, the latter cannot be terminated due to the withdrawal of the candidate's documents.

Art. 4d. (New – UF 2018) (1) The first SP meeting for assessment of the candidates for holding the academic positions “Associate Professor” and “Professor” shall be held within 14 days from the deadline for submission of the documents and shall be convened by the Dean of the faculty. In this period the SP members shall get acquainted with the documents of the candidates, which shall be available at the Dean’s office of the respective faculty. At its first meeting, the SP shall:

1. elect one of its members, who is a representative of the UF, as a chairperson;
2. review the implementation of the procedural requirements;
3. make a decision on the admission of the candidates to the completion and assessment in accordance with the minimum national requirements under Art. 2a, para. 2, 3 and 4, and the additional requirements under Art. 2a, para. 5;
4. prepare and send notifications to all candidates in the competition, as the notifications to the non-admitted candidates shall contain the reasons for the decision;
5. specify the date, time and place of the next meeting.

(2) In the event of circumstances under Art. 4a, para. 2, the SP shall hold a second meeting after the expiry of the 7-day term from the receipt of the notifications by the candidates. At this meeting the SP shall:

1. elect a new chairperson, if the elected one has been proposed for recall;
2. determine the reviewers amongst its approved membership;
3. set the deadline for submission of the reviews and opinions;
4. set the date and time of the final SP meeting.

(3) In the event of circumstances under Art. 4a, par. 3, the SP in its new composition shall hold a meeting within 7 days after its appointment by the Rector’s order. At this meeting the SP shall:

1. elect a new chairperson, if the elected one has been proposed for recall;
2. determine the reviewers amongst its members;
3. set the deadline for submission of the reviews and opinions;
4. set the date and time of the final SP meeting.

(4) If plagiarism has been determined by a SP member, or a written, non-anonymous and justified plagiarism alert has been received by the Dean of the faculty („plagiarism“ – see item 7, §1 of the Additional Provisions) in specific named

parts of candidate's scientific works, the chairperson of the SP shall schedule a panel meeting which shall be held no later than 7 days after receiving the alert. The presented facts shall be discussed at the meeting and a hearing of the candidate for holding an academic position shall be held. Anonymous signals and signals with principal allegations of plagiarism without specific justified supporting materials shall not be considered. The scientific panel shall make a binding and unambiguous decision on the presence or absence of plagiarism in the candidate's works and shall make a final decision. The discussions and decisions of the SP shall be recorded. The submitted written alerts shall be an inseparable part of the minutes.

Art. 4e. (New – UF 2018) (1) The competitions and procedures for holding the academic positions “Chief Assistant Professor”, “Associate Professor” and “Professor” shall be opened by a positive decision of the Academic Council of the UF upon a proposal of the department council, a positive decision of the Budget and Staff Commission at the AC of the UF and the respective faculty council. The procedures for holding the academic position “Assistant Professor” and the teaching positions “Lecturer” and “Senior Lecturer” shall be opened by a positive decision of the Budget and Staff Commission at the AC of the UF upon a proposal of the department council agreed with the Dean of the faculty. The procedures for acquiring the educational and scientific degree “Doctor” and the scientific degree “Doctor of Science” shall be opened by a decision of the faculty council upon a proposal of the extended scientific unit at the respective department.

(2) The initiated procedures under para. 1 shall be assigned with a unique code by the “Academic Staff” Sector and shall be entered in the register of procedures.

(3) The competitions for holding academic and teaching positions at the UF shall be conducted in competition sessions, determined by a Rector's order.

(4) Information about the announced competitions and initiated procedures shall be announced on the website of the UF. The materials of candidates for acquiring the educational and scientific degree “Doctor” and the scientific degree “Doctor of Science” shall be announced with the respective procedure together with the reviews and opinions of the SP. The documents and materials of the candidates admitted to competitions for holding academic and teaching positions shall be announced with the respective procedure after the decision for admission to the competition.

(5) The reviews and opinions, the abstracts of the reviewed publications and the extended abstracts of dissertation theses shall be published on the website of the UF in Bulgarian and in one of the languages, traditionally used in the respective scientific field. The public access to the materials shall be maintained for at least 5 years after the procedure completion.

Art. 5. (Suppl. – UF 2018) (1) The scientific degree at the UF shall be acquired in the scientific specialties accredited by the NEAA. The academic positions at the UF shall be held in the academic disciplines from the curriculum of the educational and qualification degree “Bachelor” with the exception of the specialties, in which the training is provided only in the educational and qualification degree “Master”, in the respective professional field and higher education field.

(2) The educational and scientific degree “Doctor” and the scientific degree “Doctor of Science” shall be acquired on the day of successful defence of the dissertation thesis.

(3) (Corr. – UF 2018) The educational and scientific degree “Doctor” and the scientific degree “Doctor of Science” shall be certified by a diploma, issued by the UF in the unified form, approved by the Minister of Education and Science, which shall be sent to the Ministry of Education and Science for registration within three days of its issuance.

(4) (Corr. – UF 2018) The academic positions “Associate Professor” and “Professor” shall be certified by a diploma, issued by the UF in the unified form, approved by the Minister of Education and Science which shall be sent to the Ministry of Education and Science for registration within three days of its issuance.

(5) The diploma under para. 3 shall be issued in Bulgarian, and upon request an annex in English language shall also be issued.

Art. 6. (Corr. – UF 2018) (1) The UF shall send to NACID one copy of the defended dissertation theses and extended abstracts of dissertation theses in paper and electronic form, information about the issued diplomas for acquired educational and scientific degree “Doctor” and scientific degree “Doctor of Science”, as well as the diplomas of the persons, elected at academic positions, within 14 days after the date of issuing the diploma or date of election, respectively.

1. Information card about the defended dissertation thesis (in Bulgarian and English) shall be sent to NACID;
2. Information card about the awarded academic position shall be sent to NACID.

(2) The obligation and actions under para. 1 shall be assigned to the “Academic Staff” Sector.

(3) A copy of the defended dissertation theses and extended abstracts of the dissertations shall be kept at the Library and Information Centre of the UF.

Chapter two. AWARDING THE EDUCATIONAL AND SCIENTIFIC DEGREE “DOCTOR” AND THE SCIENTIFIC DEGREE “DOCTOR OF SCIENCE”

SECTION I. AWARDING THE EDUCATIONAL AND SCIENTIFIC DEGREE “DOCTOR”

Art. 7. (1) Persons having the educational and qualification degree “Master” may apply for doctoral studies.

(2) The training for awarding the educational and scientific degree “Doctor” in the UF shall be carried out in a full-time, part-time and individual form of training. The full-time and individual form of training shall have a duration of up to 3 years, and the part-time form – up to 4 years.

(3) The training in doctoral studies shall be carried out in accordance with the state quota and against payment in the doctoral programmes by scientific fields, accredited by the NEAA.

(4) The training in doctoral studies shall be carried out by a department of the UF in which there is at least one habilitated person in the respective scientific field.

Art. 8. (1) The admission to full-time or part-time doctoral studies shall be carried out by a competition, which shall be held not earlier than one month after the deadline for submission of documents.

(2) The competition shall be announced in the State Gazette and on the website of the UF.

Art. 9. (1) The admission of candidates to the competition shall be carried out by a commission, assigned by a Rector’s order, including the Dean of the respective faculty, the Head of department and a lecturer in the doctoral programme.

(2) The commission under para. 1 shall consider the candidates’ documents in accordance with the admission requirements of the ADASRB, RIADASRB, and these Regulations, and shall make a decision on the admission within 20 days after the expiration of the term for submission of documents.

(3) The Dean shall notify the candidates in writing about the results of their admission to the competition, and the non-admitted candidates shall be provided with the reasons for non-admission.

(4) The admitted candidates shall be informed about the date, place and time of the exams, and the notice shall contain a list of the topics (programme) for conducting the exam on the specialty. The notice under para. 3 shall be sent not later than one month before the date of the first exam.

Art. 10. (1) The non-admitted candidates may, within 7 days from the date of notification, file an objection to the Dean.

(2) The Dean shall appoint a new commission of three habilitated persons to rule on the objection. Based on the commission report, the Dean shall make a final decision within 10 days of receiving the objection.

Art. 11. (1) The competition shall include an exam in the specialty and in a foreign language, chosen by the candidate.

(2) The competition exams shall be carried out in the following order:

1. The competition exams in the specialty shall be carried out by a commission, assigned by a Rector’s order, including 3 habilitated persons or doctors of science in the same specialty.

2. The exam in the specialty shall be held in a written and oral form with separate grades. The candidates who have received a grade of at least “Very Good 4,50” on the written exam shall be admitted to the oral exam. The candidates who have received an average grade from the written and oral exam of at least “Very Good 5,00” shall be considered as successfully passed the exam. The written exam shall have a duration of up to 5 hours.

3. The competition exams in a foreign language shall be carried out by a commission of three persons and may also include non-habilitated persons.

4. Only the candidates who have successfully passed the exam in the speciality shall be admitted to the exam in a foreign language.

5. The candidates who have received a grade not lower than “Good 4,00” shall be considered as successfully passed the foreign language exam.

6. The grades from the competition exams shall be formed with an accuracy of 0,25.

7. The results of each exam shall be entered in the minutes of the examination commission, which shall be signed by the chairperson and members of the commission, and communicated to the candidates.

8. The minutes of the examination commissions and all documents of the candidate shall be submitted to the Dean of the faculty.

9. The Dean shall submit a report to the FC on the results of the conducted competition within 7 days after receiving the documents.

Art. 11a. (1) The candidates who have successfully passed the exam in foreign language shall be proposed for an election by the FC.

(2) In the event of more than one candidate per place, the FC shall elect by an open voting a candidate, taking into consideration the following: the grade from the competitive exam in the specialty, the professional experience of candidates and results achieved in the field of the doctoral studies, the degree of proficiency in foreign languages, publications and participation in scientific and applied scientific projects, and other personal and professional qualities, which shall be an advantage for the successful work and defence of the dissertation thesis.

(3) The FC shall make a decision for enrolment of the selected candidate. A scientific supervisor shall be selected and a theme of the dissertation thesis shall be approved upon a proposal by the department.

(4) (*New – UF 2018*) The Individual Curriculum of the doctoral student shall be approved within 1 month of his/her enrolment.

Art. 11b. (New – UF 2018) (1) A scientific supervisor, who is a habilitated person with a scientific degree or an academic position, corresponding to the scientific specialty of the doctoral programme, shall be appointed to the doctoral students trained in full-time and part-time studies.

(2) In the event of an interdisciplinary theme of the dissertation thesis, the doctoral students under para. 1 may also be assigned with a scientific consultant, having the educational and scientific degree “Doctor” or the scientific degree “Doctor of Science” in another scientific field, relevant to the dissertation theme.

(3) A scientific consultant who is a habilitated person with a scientific degree or an academic position, corresponding to the scientific specialty of the doctoral programme, may be appointed to the doctoral students trained in the individual form of training.

(4) The scientific consultants under para. 2 and 3 shall be proposed by the department, elected by the FC at the enrolment of doctoral students, and entered in the Rector’s order.

(5) In the event when the scientific supervisor is unable to supervise the doctoral student (leaving, retirement, long-term illness, etc.) before the expiry of doctoral studies term, the DC shall discuss and propose another scientific supervisor who meets the requirements under para. 1 within 1 month of the occurrence of the circumstances. The new scientific supervisor shall be elected by the FC and approved by a Rector’s order. Until the election and approval of the scientific supervisor his/her functions shall be performed by the Head of department

Art. 11c. (New – UF 2018) (1) The educational and scientific degree “Doctor” may also be acquired under the conditions of joint guidance by a scientific supervisor from the UF in a doctoral programme, accredited by the NEAA for training in the educational and scientific degree “Doctor”, and a foreign scientific supervisor from a higher education institution or scientific organization, accredited for training in the educational and scientific degree “Doctor” or equivalent scientific degree in the respective country.

(2) The educational and scientific degree “Doctor” under para. 1 shall be acquired in accordance with a signed agreement of joint scientific guidance under para. 1 and in compliance with the legal regulations of the respective countries and regulations of the respective higher education institutions and scientific organizations.

(3) The conditions for admission, joint guidance, distribution of doctoral student mobility periods, defence of dissertation thesis and issuance of diploma shall be specified in the regulations of the higher education institutions and scientific organizations, which shall prepare and sign framework agreements for joint scientific guidance under para. 1.

(4) For the training under para. 1 the Bulgarian and foreign higher education institutions or scientific organizations, carrying out the joint training, shall jointly issue a diploma for the educational and scientific degree “Doctor” or separate diplomas, noting the joint scientific guidance.

Art. 12. (1) The admission of doctoral students in the individual form of training, who have developed the main part of a dissertation thesis for awarding the educational and scientific degree “Doctor”, shall be made without a competition exam throughout the academic year.

(2) The candidate shall submit an application to the Rector in the “General Administrative Office” and attach a project of the dissertation thesis, developed in its main part, as well as a bibliography.

(3) The Rector shall direct the materials to the competent department in the respective scientific specialty for consideration.

(4) (*Prev. para. 3 – UF 2011*) The presented part of the dissertation thesis shall be discussed by the DC in the presence of the candidate within no more than 2 months from the date of submission of the documents under para. 2, with

the participation of at least 3 habilitated persons in the respective scientific field. If the DC approves the candidate's work, the Head of department shall make a proposal to the Dean about the theme of the dissertation thesis, scientific field and individual curriculum of the doctoral student. A scientific consultant may be proposed at the discretion of the department.

(5) (*Prev. para. 4 – UF 2011*) On the basis of the proposal, the FC shall make a decision on the enrolment of the doctoral student, approve the dissertation thesis theme and individual curriculum of the doctoral student.

Art. 13. On the basis of the FC decision, the Rector of the UF shall issue an order for enrolment of the doctoral student. The order shall include: the form of doctoral studies; the department providing the training; the duration of training, the dissertation thesis theme; the scientific specialty, and the scientific supervisor and/or scientific consultant.

Art. 14. Persons, who have graduated from foreign higher education institutions, may apply for doctoral studies after their acquired higher education has been recognized in accordance with the Regulations for the recognition of higher education qualifications and periods of study in foreign higher education institutions, adopted by the AC of the UF, in accordance with the provisions stipulated in the RIADSRB and these Regulations.

Art. 15. (1) Persons who are not Bulgarian citizens and are not nationals of another European Union member state, not nationals of another country – member of the Agreement on the European Economic Area or the Swiss Confederation, may apply and study in doctoral programmes under the following conditions:

1. in the implementation of intergovernmental agreements on educational, cultural and scientific exchange;
2. in accordance with acts of the Council of Ministers;
3. under the terms of Art. 95, para. 8 and 10 of the HEA for training against payment.

(2) The candidates under para. 1, item 1 and 2 shall be enrolled under the terms and conditions, specified in the respective agreement or act of the Council of Ministers, in coordination with the UF.

(3) (*Suppl. – UF 2018*) The persons under para. 1, item 3 shall be enrolled under the following terms and conditions:

1. the candidates shall submit the documents under Art. 16;
2. the Education Activity Division shall review the documents, organize and conduct the procedure for recognition of the educational and qualification degree "Master";
3. the Rector, within 7 days from the recognition of the educational and qualification degree "Master" by the AC, shall direct the documents and materials to the competent primary scientific unit (department) for discussion;
4. the Head of the department shall present the documents and materials or dissertation thesis project of the candidate for enrolment at the forthcoming DC and assign the potential scientific supervisor to prepare an opinion;
5. (*Amend. – UF 2019*) A DC meeting shall be hold within 1 month from the DC under item 4, where the presented materials or project of a dissertation thesis shall be discussed; when the candidate applies for an individual form of doctoral studies, he/she shall also participate in the meeting;
6. the DC shall make a decision on: enrolment of the candidate in doctoral studies, form and duration of training, scientific guidance (it is allowed to appoint a habilitated person for a second scientific supervisor or scientific consultant from the candidate's country), dissertation thesis theme;
7. the FC shall approve the DC proposals for enrolment in doctoral studies;
8. an agreement for training against payment shall be signed between the UF and the doctoral student.

(4) The persons under para. 1 may apply for doctoral studies under the terms and conditions for enrolment of Bulgarian citizens, if they:

1. have a permanent residence status on the territory of the Republic of Bulgaria;
2. have a refugee status;
3. have a Bulgarian nationality.

Чл. 16. (1) The candidates for doctoral studies shall submit an application to the Rector of the UF and enclose the following documents:

1. Curriculum Vitae by the European format;
2. a copy of the higher education document from which it is apparent that the candidate holds a Master degree (if the Diploma for acquired educational and qualification degree "Master" is in the process of issuance, an academic transcript shall be presented instead);
3. a medical certificate issued within one month before the application date and certified by the respective authorities in the country from which the person applies;
4. a list of publications, if any;
5. a copy of the citizenship documents;

6. a certificate for a recognized higher education, if the diploma has been issued by a foreign higher education institution (issued by the UF after the completion of the procedure under Art. 14);

7. two photos;

8. (*New – UF 2018*) other documents, certifying the candidate's interests and achievements in the respective scientific field, if any;

9. (*New – UF 2018*) a dissertation thesis project, when the candidate applies for the individual form of training;

10. (*New – UF 2018*) a document, certifying the payment of participation fee;

11. (*New – UF 2018*) two self-addressed envelopes.

(2) The documents under para. 1, items 2 and 3 must be legalized, translated and certified in accordance with the provisions of the international treaties of the Republic of Bulgaria with the country in which they were issued, and in the absence of such – in accordance with the general conditions for legalization, translation and certification of documents and other papers.

(3) The candidates under Art. 15, para. 1, items 1 and 2 shall submit the documents under para. 1 in the Ministry of Education and Science.

(4) (*Suppl. – UF 2018*) The candidates under Art. 15, para. 1, item 3 shall submit the documents under para. 1 in the "General Administrative Office" of the UF.

Art. 17. (1) The UF shall send to the Ministry of Education and Science the documents of the approved candidates under Art. 15, para. 1, item 3 – nationals of countries for which a long-stay visa for the Republic of Bulgaria is required, as well as information about:

1. the candidate's personal details – passport names in Latin characters, date of birth, place of birth, nationality;

2. the name of the scientific speciality, educational and scientific degree, form and duration of training;

3. information about the language and specialized training – level of proficiency in Bulgarian language, name the primary unit where the training will be held, duration of training;

4. the annual tuition fee as well as the language and specialised training fee;

5. the bank account number of the UF to which the tuition fee or the language and specialised training fee shall be transferred.

(2) (*Amend. 2019*) The Ministry of Education and Science shall issue a Certificate of enrolment of candidates for training in the Republic of Bulgaria and inform the Ministry of Foreign Affairs and the Migration Directorate of the Ministry of Interior in writing.

(3) The persons applying under the terms Art. 95, para. 8 and 10 of the HEA shall pay the tuition fees after having received a type D visa and arrived in the Republic of Bulgaria.

Art. 18. (1) The Rector of the UF shall issue an order for enrolment of the approved candidates for doctoral studies under Art. 15, para. 1.

(2) The UF shall notify the Ministry of Education and Science in writing about the enrolled doctoral students under para. 1.

Art. 19. (1) The training of doctoral students shall include the following activities:

1. scientific and research activity;

2. attendance and participation in the work of courses (seminars, lectures, etc.);

3. teaching and/or expert activities, participation in scientific forums (national and/or international);

4. preparation and sitting the exams of the individual curriculum;

5. development and defence of reference papers, if planned in the individual curriculum;

5. development of a dissertation thesis.

(2) The distribution by type of activity for the duration of training shall include:

1. Training activity:

a) Attendance of lectures, exercises, seminars, course, consultations, etc.

b) Doctoral minimum subjects shall be no less than three and no more than five.

c) The questionnaires and training programmes shall be drawn up by the scientific supervisor and lecturers in the doctoral programme with the participation of the doctoral student.

d) The forms of control of training shall be an exam, a reference papers, a report or others.

e) One of the exams shall be obligatory on the scientific specialty and shall include questions, divided into two parts: a general part – questions from the scientific specialty and a specialized part – connected with the theme of the dissertation thesis.

2. Research (creative) activity:

- a) Preparation of a literature review on the dissertation thesis theme.
- b) Definition of the objects of study and methodology of the research.
- c) Carrying out the experimental work.
- d) Processing the obtained results.
- e) Analysis and formulation of scientific conclusions and practical recommendations.
- f) Definition of the main scientific-theoretical and applied scientific contributions.
- g) The main part of the dissertation thesis results shall be included in published conference papers or specialized scientific journals. The number and type of publications must meet the minimum national criteria for the “D” indicator from the respective scientific field.

3. Pedagogical activity:

- a) The pedagogical activity shall be mandatory for the full-time doctoral students.
- b) The pedagogical activity shall include laboratory exercises, seminar or practical classes with students from the educational and qualification degrees “Bachelor” and “Master”.
- c) The annual classroom teaching load from 30 to 45 hours shall not be paid.
- d) The full-time doctoral students shall be expelled from pedagogical activity during the last (third) year of doctoral studies.
- e) The pedagogical activity of the doctoral students shall not be paid, except when they have been elected as part-time assistant professors by a decision of the faculty council.
- f) The teaching load of doctoral students, elected as part-time assistant professors, shall not exceed ½ of the teaching norm for a full-time assistant professor.

(3) The rights and obligations of the doctoral students shall be determined in the Regulations of the UF.

Art. 20. (1) The training of doctoral students shall be carried out by an individual curriculum (IC).

(2) (*Suppl. – UF 2018*) The IC shall be prepared by the scientific supervisor together with the doctoral student, shall be accepted by the DC, approved by the FC and signed by the Dean and the Rector.

(3) The individual curriculum shall determine the field of doctoral studies and consist of a general curriculum for the entire period of study and a work plan by years. The individual curriculum shall contain:

1. dissertation thesis theme;
2. distribution of all activities by years;
3. exams and their respective deadlines;
4. attendance of a certain cycle of lectures and exercises, participation in courses, seminars, conferences and other public scientific events;
5. stages and deadlines for development of the dissertation thesis.

(4) (*New – UF 2018*) The preparation and sitting the exams, development and defence of reference papers shall be carried out during the first year of the doctoral student training.

(5) (*Amend. – UF 2018*) Changes of the dissertation thesis theme and scientific supervisor shall be permitted as an exception, but not later than 3 months before the date of the primary unit meeting for preliminary discussion. The change shall be made by an order of the Rector of the UF, based on a decision of the FC, at the proposal of the DC.

(6) (*Previous para. 5 – UF 2011*) The duration of training under Art. 7, para. 2 may be interrupted and extended for not more than one year. The decision for interruption or extension of doctoral studies duration shall be made by the FC upon a proposal by the DC, at the request of the scientific supervisor of the doctoral student.

Art. 21. (1) The doctoral students shall sit the individual curriculum exams in front of committees, appointed by the Dean, and composed of at least 3 habilitated persons, including the scientific supervisor of the doctoral student.

(2) In the event of group training in general university courses for doctoral students, the examination committee shall be appointed by the Rector upon a proposal of the Vice-Rector of Educational Activities.

Art. 22. (1) The doctoral students shall be attested by the FC at the end of each academic year.

(2) The doctoral students shall present at the DC a report on the implemented activities, containing a scientific part (reporting the obtained results) and a report on the implementation of the individual curriculum.

(3) The scientific supervisor shall present a written opinion on the work of the doctoral student at the DC.

(4) The scientific supervisor jointly with the doctoral student shall propose a specification of his/her individual curriculum for the next year, if necessary.

(5) The DC shall approve:

1. an opinion on the implementation of the individual curriculum and an assessment of doctoral student activities;
2. a proposal for attestation of doctoral students;
3. a proposal for specification of the individual curriculum for the next year, if necessary;
4. recommendations for further development of doctoral studies, and if necessary, recommendations for specification of dissertation theme or a replacement of the scientific supervisor and/or scientific consultant.

(6) The proposal under para. 5, items 2, 3 and 4 shall be approved by the FC.

(7) The assessments of doctoral student activities under para. 5, item 1 shall be: “very good“, “good“, and “unsatisfactory“.

Art. 23. (1) In addition to the reporting under Art. 22, the full-time doctoral students shall report their work at the end of each trimester by presenting a report on the implementation of their individual curriculum to the Head of department, and enclose the following documents:

1. a report on the work carried out on the dissertation thesis or doctoral minimum exam, certified by the scientific supervisor and confirmed by evidence material;
2. a report on the teaching activity, certified by the Head of department, if planned for the reporting period.

(2) Based on the reports under para. 1, the Dean shall prepare a report to the Rector of the UF on the implementation of the mandatory requirements under Art. 19, para. 2 by the full-time doctoral students.

Art. 24. (Revoked – UF 2018)

Art. 25. (1) The UF, in accordance with the awarded institutional accreditation assessment (from 8,00 to 10,00), shall be entitled to carry out training against payment in the educational and scientific degree “Doctor” in doctoral programmes, which have received an accreditation assessment from 8,00 to 10,00, under the conditions specified in the Regulations of the UF and these Regulations, and in an agreement between the UF and doctoral students. The agreement shall specify the training form, conditions and duration, and the terms of tuition fee payments.

(2) The right under para. 1 shall be used by persons, having a grade point average from the competitive examinations not less than “very good” (4,50), as well as by foreign nationals under Art. 15, para. 1, item 3.

(3) The UF may also carry out training against payment in cases of transferring doctoral students under Art. 18, para. 3 and 5 of the HEA as a result of the closure of a private higher education institution, when the transfer to a state higher education institution is the only possibility for continuing their training.

(4) Bulgarian citizens, who have graduated from foreign higher education institutions, may apply for doctoral studies under the terms and conditions, specified in these Regulations.

Art. 26. (1) The Ministry of Education and Science shall annually announce and conduct competitions for sending doctoral students – Bulgarian citizen for training in doctoral studies abroad under the conditions, specified in the intergovernmental agreements for educational, cultural and scientific exchange, and under additional requirements, specified by it.

(2) Persons, enrolled in full-time doctoral studies at the UF may apply for the training under para.1.

(3) The Ministry of Education and Science shall inform the UF about the doctoral students, who shall continue their training under para. 1.

Art. 27. (1) The UF shall provide the facilities and cover the expenses for enrolment, training and defence of dissertation theses of doctoral students in full-time and part-time state-subsidised form of study in accordance with the differentiated regulations for training of doctoral students, defined by the Council of Ministers.

(2) Organisations, interested in the results of the respective dissertation thesis, can provide the doctoral students with the facilities and resources, necessary for its development.

(3) The doctoral students in the individual form of training, who are not employed by the UF, shall pay the expenses related to their training and dissertation thesis defence.

(4) The expenses related to the training and defence of dissertation thesis of the doctoral students in the individual form of training, employed by the UF, shall be covered by the UF.

Art. 28. (1) The funds for financial and material provision of the developed dissertation theses shall be annually approved by the Rector of the UF by types of expenses – training expenses, and social and living expenses.

(2) The financing of the experimental work of each dissertation thesis shall be carried out by separate annual cost estimates, approved by the Rector of the UF.

Art. 29. (Suppl. – UF 2018) The educational and scientific degree “Doctor” shall be awarded to persons who have acquired the educational and qualification degree “Master” and meet the minimum national requirements, after completed

training in doctoral studies and a successful defence of dissertation thesis under the terms and conditions of the ADASRB, RIADASRB and these Regulations.

Art. 30. (New – UF 2018) (1) Within one month after the end of the training duration the primary unit shall propose to the Faculty Council the doctoral student to be withdrawn with or without a right of dissertation thesis defence.

(2) (Prev. para. 1 – UF 2011) The doctoral student shall be entitled to defend his/her dissertation thesis after completing the training activities and successfully passing the exams, specified in the IC and when he/she has presented in the department the main part of the dissertation thesis, including the obtained research results, meeting the minimum national requirements.

(3) (Prev. para. 2 – UF 2011) For a doctoral student who has fulfilled the requirements under para. 2 according to a report by the scientific supervisor, the DC shall make a decision and propose a withdrawal with a right of dissertation thesis defence. The decision for a withdrawal with the right of defence shall be made by the FC and the Rector shall issue an order.

(4) (New – UF 2018) A doctoral student, who has not fulfilled his/her obligations under Art. 32, para. 1 and para. 5 until the end of doctoral studies, including the possible extension of training duration under Art. 20, para. 6, shall be withdrawn without the right of dissertation thesis defence. According to a report by the scientific supervisor/consultant, the DC shall make a decision and propose it to the FC. The decision for withdrawal without the right of defence shall be made by the FC and the Rector shall issue an order.

(5) (Prev. para. 4 – UF 2011) A doctoral student, who has received an “unsatisfactory” assessment at his/her attestation under Art. 22 or has not implemented his/her obligations as a full-time doctoral student, shall be excluded.

(6) (New – UF 2018) The right of dissertation thesis defence may be exercised within 5 years from the FC decision under para. 3.

Art. 31. (1) The dissertation thesis shall contain scientific or applied scientific results which represent original scientific contributions. The dissertation thesis shall demonstrate that the candidate has comprehensive theoretical knowledge in the respective specialty and a capacity for carrying out independent scientific research.

(2) The dissertation thesis shall be presented in the form and content, corresponding to the specific requirements of the department.

Art. 32. (Suppl. – UF 2018) (1) The doctoral student must present the materials under para. 5 to his/her scientific supervisor, who is obliged to make a decision in a 1-month term. In case of a positive assessment the scientific supervisor shall propose to the DC to initiate a preliminary discussion procedure.

(2) (New – UF 2018) In the event of a negative assessment by the scientific supervisor, as well as in non-pronouncement under para. 1, the doctoral student may refer the matter for consideration to the primary unit council, which shall make a definitive decision about the readiness for dissertation thesis defence.

(3) (Prev. para. 2 – UF 2011) The preliminary discussion procedure shall be carried out at the DC. At the joint discretion of the Head of department and the scientific supervisor, the DC staff may be extended by including external specialists. The Rector of the UF shall issue an order for the extended department staff, time and place of the preliminary discussion at the DC at the proposal of the Head of department.

(4) (Prev. para. 3 – UF 2011) The DC meeting for preliminary discussion of the dissertation thesis shall be held within one month after the proposal under para. 1.

(5) (New – UF 2018) The doctoral student shall prepare and present at the department sets of dissertation thesis copies, extended abstract of the dissertation thesis in a completed form up to 36 pages (1800 characters per page), a reference on the fulfilment of the minimum national requirements, a reference on the scientific and applied scientific contributions under Art. 31, para. 1. The materials shall be presented in a paper and electronic form, and the number of copies shall be specified by the Head of department.

Art. 32a (New – UF 2018) (1) In the event of doctoral students in the individual form of training, who have a selected scientific consultant, the scientific supervisor functions shall be performed by the selected scientific consultant.

(2) In the event of doctoral students in the individual form of training, who do not have a selected scientific consultant, the scientific supervisor functions shall be performed by the Head of the department.

(3) In the event of doctoral students in the individual form of training the conditions for conducting the preliminary discussion procedure shall be in accordance with Art. 32.

Art. 33. (1) When conducting the procedure under Art. 32, para. 3, the DC shall discuss and make a decision on the readiness for dissertation thesis defence on the basis of the following conditions:

1. the dissertation thesis corresponds to the requirements of Art. 31;

2. an extended abstract of the dissertation thesis has been presented;
3. the minimum national requirements for acquisition of the educational and scientific degree “Doctor” in the relevant scientific field have been met;
4. the individual curriculum of the doctoral student has been completed.

(2) During the preliminary discussion of the dissertation thesis the members of the (extended) scientific unit may ask questions, make critical remarks and statements.

(3) In the event of a positive decision on the readiness for dissertation thesis defence under para. 1, the DC shall discuss and make a proposal for the membership of the SP. The scientific supervisor and the doctoral student must participate in the discussion about the SP membership and may give proposals for its members.

(4) The Head of department shall submit a report to the Dean about the decisions taken under para. 1 and 3 and make a proposal to the FC to initiate a procedure for a public defence of dissertation thesis.

Art. 34. (1) Within 1 month after the positive decision of the DC on readiness for dissertation thesis defence, the candidate shall have the right to make editorial corrections in his/her dissertation thesis, resulting from the preliminary discussion, but without changing essential parts and results. Within the same term, with an application to the Dean of the faculty, the candidate shall submit the following documents and materials related to the dissertation thesis defence:

1. a dissertation thesis;
2. an extended abstract of the dissertation thesis;
3. a reference on meeting the minimum national requirements (by a template);
4. reference on the contributions of the dissertation thesis;
5. publications, connected with the dissertation thesis and citations;
6. a declaration of originality in accordance with Art. 27, para. 2 of the RIADASRB;
7. the minutes of the preliminary discussion at the DC;
8. an European CV;
9. a notary certified copy of the higher education diploma, educational and qualification degree “Master” or equivalent degree;
10. a certificate of the passed exams from the individual curriculum of the doctoral student;
11. the orders for the enrolment and withdrawal with a right of dissertation thesis defence;
12. the orders for the replacement of the scientific supervisor/consultant and/or change of dissertation thesis theme (if any);
13. certificates or other documents for the implementation of dissertation thesis results;
14. information card in Bulgarian and English language (by a template).

(2) All documents and materials under para. 1 shall be presented in 3 copies, formed in three sets and submitted to the Dean’s office. The Dean or his/her authorised representative, in the presence of the doctoral student, shall verify the regularity of the documents, materials and fulfilment of procedural requirements. In the event of non-compliance with the requirements, the sets shall be returned to the doctoral student for correction. The documents under item 1 and 2 shall also be presented in an electronic form.

(3) Based on the DC proposal, the FC shall determine the SP within one month after the proposal of the DC and make a proposal to the Rector of the UF for approval of its membership, as well for the date of dissertation thesis defence.

(4) In a 7-day term after the proposal of the FC under para. 3, the Rector of the UF shall approve the SP by order, which shall also determine the date of dissertation thesis defence.

(5) Within 14 days after the issuance of the Rector’s order under para. 4, the Dean shall inform the members of the SP and provide them with the competition materials. The third set of original materials shall be stored in the Dean’s office.

Art. 35. (Corr. – UF 2018) (1) The SP shall consist of five habilitated persons in the respective scientific field(s) on the dissertation theme. At least one member of the scientific panel shall be a professor. At least three panel members shall be external to the UF. The scientific supervisor cannot be a member of the SP.

(2) As the chairperson of the scientific panel shall be selected a person, holding an academic position from the staff of the UF.

Art. 36. (1) The members of scientific panel shall prepare two reviews and three opinions. One of the reviews must be prepared by an external to the UF panel member. The reviews and opinions shall end with a positive or a negative assessment and shall be submitted within 3 months of determining the panel membership in accordance with Art. 34, para. 3. The SP members shall submit their reviews and opinions in Bulgarian language and in one of the languages, traditionally used in the respective scientific field in 2 copies, in paper and electronic form, in the respective Dean’s office. Each

review/opinion shall be filed with a reference number and sealed in an envelope. The full set of reviews and opinions shall be submitted to the Head of department for publication on the website of the UF.

(2) The reviews, opinions and the extended abstract of the dissertation thesis, prepared in Bulgarian language and in one of the languages, traditionally used in the respective scientific field, shall be published on the website of the UF within 7 days of their receipt by the Head of department and not later than 30 days before the date of public defence.

Art. 37. (1) The scientific panel shall conduct an open meeting on the dissertation thesis defence within one month after publishing the extended abstract of the dissertation thesis, reviews and opinions.

(2) Announcements of the public defence of dissertation thesis shall be published in a daily newspaper and on the website of the UF, and placed in the designated places at the University at least 7 days before the date of defence.

(3) The announcement under para. 2 shall contain: the name of the university and the faculty; the claimed scientific degree; dissertation thesis theme; names of the doctoral student, his/her scientific supervisor, reviewers and jury members; the date, time and place (hall) of the defence.

(4) At an open meeting under para. 1:

1. the chairperson of the SJ shall present the doctoral student;
2. the doctoral student shall make a short summary of the main results of the dissertation thesis (up to 20 min);
3. the chairperson of the scientific panel shall present the reviews and opinions of the scientific panel;
4. the panel members and anyone attending the public defence may ask questions and make speeches;
5. each member of the scientific panel shall publicly announce his/her assessment – a positive or a negative one;
6. the chairperson of the scientific panel shall announce the end of dissertation thesis defence.

(5) A dissertation thesis that has received three or more positive assessments at the defence shall be considered as successfully defended.

(6) (*Corr. – UF 2018*) The unsuccessfully defended dissertation thesis shall be returned for corrections. Upon the candidate's request, a new procedure of dissertation thesis defence can be initiated not later than one year after the date of return. The second procedure of dissertation thesis defence shall be final. The expenses related to the second defence shall be borne by the doctoral student.

Art. 37a. (New – UF 2018) (1) The expenses related to the dissertation thesis defence shall be determined by a Rector's order depending on the defended scientific degree.

(2) (*Corr. – UF 2018*) The UF shall pay the expenses related to the dissertation thesis defence for acquiring the educational and scientific degree "Doctor" of the persons:

1. who are full-time or part-time doctoral students under the state quota and defend their dissertation theses within 12 months from the date of withdrawal with the right of dissertation thesis defence;

2. who are doctoral students in the individual form of training, employed by the UF on a basic employment contract (BEC), and defend their dissertation theses within 12 months from the date of withdrawal with the right of dissertation thesis defence.

(3) The expenses related to the dissertation thesis defence shall be paid by the doctoral student who:

1. has been trained against payment;
2. has defended his/her dissertation thesis after the 12-month term from the date of withdrawal with the right of dissertation thesis defence;
3. has requested a second defence.

(4) When members of the academic staff of the UF defend dissertation theses in accredited doctoral programmes in other HEI or SO, the UF shall cover the expenses up to the respective amount, determined by the Rector's order.

SECTION II. AWARDING THE SCIENTIFIC DEGREE "DOCTOR OF SCIENCE"

Art. 38. (New – UF 2018) (1) The scientific degree "Doctor of Science" at the UF shall be acquired only in the scientific specialties from the respective professional field and scientific field, accredited by the NEAA.

(2) (*New – UF 2018*) The scientific degree "Doctor of Science" shall be acquired by persons who meet the following conditions:

1. have acquired the educational and scientific degree "Doctor";
2. have met the minimum national requirements under Art. 2a, para. 2, 3 and 4;
3. have successfully defended a dissertation thesis under the conditions of the ADASRB, RIADASRB and these Regulations.

Art. 39. (1) The dissertation thesis for acquiring the scientific degree “Doctor of Science” shall contain theoretical generalisations and solutions to major scientific and applied scientific problems, corresponding to the contemporary achievements and representing a significant and original contribution to science.

(2) The dissertation thesis under para. 1 shall be prepared independently and shall not literally repeat the theme and significant part of the content of the dissertation thesis presented for acquiring the educational and scientific degree “Doctor”.

Art. 40. (1) To initiate a procedure for the defence of a dissertation thesis for acquiring the scientific degree “Doctor of Science”, the candidate shall submit a written application to the Rector of the UF in the “General Administrative Office” of the UF for initiating a procedure for discussion and dissertation thesis defence. The following materials and documents shall be enclosed to the application:

1. a notary certified copy of the diploma for acquired educational and scientific degree “Doctor” in paper and electronic form – 1;

2. a reference on the fulfillment of the minimum national requirements (by a template) – 1;

3. a set of the dissertation thesis in paper and electronic form – 4;

4. an extended abstract of the dissertation thesis in a completed form up to 45 pages (1800 characters per page) in paper and electronic form – 4;

5. a reference on the scientific and applied scientific contributions of the dissertation thesis – 1;

6. a declaration of originality in accordance with Art. 27, para. 2 of the RIADASRB – 1;

7. a list of publications related to the dissertation thesis and their citations – 1;

8. certificates or documents for implementation of the dissertation thesis results, scientific awards, etc., in paper and electronic form – 1;

9. a signed European CV– 1.

(2) The Rector, within 7 days from receiving the application and materials under para. 1, shall direct them to the competent primary scientific unit (department) in the accredited by the NEAA scientific specialty for initial discussion.

(3) The Head of department shall present the documents and materials of the candidate for acquiring the scientific degree “Doctor of Science” at the forthcoming department council. The department meeting shall be held not later than 14 days from the receipt of the documents.

(4) (*New – UF 2018*) At the meeting, applications shall be discussed and a decision shall be made to expand the scientific unit with specialists in the respective scientific specialty or scientific field, corresponding to the dissertation thesis. In the event of interdisciplinary dissertation thesis, the extended membership shall include at least one specialist from another scientific specialty or scientific field, relevant to the dissertation thesis.

(5) (*New – UF 2018*) The extended membership of the scientific unit shall be approved by a Rector’s order upon a proposal by the Head of department. The order shall determine the date, time and place for conducting the preliminary discussion of the dissertation thesis. The term for conducting the preliminary discussion shall be up to 1 month from the issuance of the Rector’s order for approval of the extended membership.

Art. 41. (1) The preliminary discussion procedure shall be conducted before the extended membership of the scientific unit in the presence of the candidate.

(2) The candidate shall make a short presentation of the dissertation thesis (up to 30 min) on the main and more significant findings from the results obtained.

(3) The extended membership of the scientific unit shall make decisions by open voting and simple majority on the following:

1. if the candidate meets the requirements under Art. 38, para. 2;

2. if the dissertation thesis contains theoretical generalisations and solutions to major scientific and applied scientific problems in accordance with the requirements of Art. 39.

(4) The extended membership of the scientific unit shall discuss and make a proposal for the membership of the scientific panel with members who meet the requirements and limitations of Art. 4, para. 3 and 4, and of Art. 4, para. 5, respectively.

(5) The discussions and decisions on the extended scientific unit shall be recorded. The minutes of the meeting shall be signed by the technical person who took the minutes and by the Head of department.

Art. 41a. (1) After a positive decision of the extended scientific unit under Art. 41, para. 3, within 7 days from conducting the meeting, the Head of department shall submit a proposal to the Dean of the faculty to initiate a procedure for a public defence of dissertation thesis. The proposal shall include the membership of the scientific panel as well as the

date, place and time for conducting the public defence. The minutes from the extended scientific unit shall be enclosed to the report.

(2) Within 7 days from the proposal under para. 1, the candidate shall be entitled to submit a request to the Dean of the faculty for the replacement of one member of the proposed scientific panel membership in accordance with the provisions of Art. 4a, para. 1.

(3) Within one month from the proposal under Art. 41a, para. 1, the FC shall conduct a meeting, discuss and vote the proposals made. Voting shall be made by an open voting, and the decision shall be taken by a simple majority.

(4) The FC shall approve the scientific panel membership based on the proposal for the extended scientific unit. The Dean shall present the proposal to the Rector of the UF for issuance of an order for the appointment of its membership. The Rector's order shall include the date, time and place for conducting the public defence.

(5) The Dean shall notify the members of the scientific panel and convene its first meeting not later than 14 days from the issuance of the Rector's order.

Art. 42. (1) The candidate shall submit an application for admission to defence and 4 sets of the documents and materials under Art. 40, para. 1 to the Dean of the faculty within 7 days from the FC meeting. Each set shall also contain the following documents:

1. minutes from the preliminary discussion by the extended scientific unit;
2. an information card in Bulgarian and English (by a template).

(2) The documents and materials shall be accepted by the Dean of the faculty or his/her authorised representative, and may be returned for correction or addition, if required.

(3) Three sets shall be given to the reviewers of the procedure, and the fourth set shall be kept at the Dean's office of the respective faculty.

Art. 43. The public defence of the dissertation thesis shall be conducted before a scientific panel consisting of 7 habilitated persons. At least three members shall be professors. At least four members shall be external persons to the UF.

Art. 44. (1) Three members of the scientific panel, at least two of whom are professors, shall prepare reviews. At least one of the reviews shall be prepared by a person external to the UF. The other members of the scientific panel shall prepare opinions. The reviews and opinions shall end with a positive or a negative assessment.

(2) The members of the scientific panel shall present the reviews and opinions in the respective Dean's office in Bulgarian and in one the languages, traditionally used in the respective scientific field in 2 copies in paper and electronic form within 3 months from their appointment as scientific panel members. Each review/opinion shall be filed with a reference number and sealed in an envelope. The full set of reviews and opinions shall be submitted to the Head of department for publication on the website of the UF.

(3) The reviews, opinions and the extended abstract of the dissertation thesis shall be published on the website of the UF within 7 days of their receipt.

Art. 44a (1) In the event of circumstances under Art. 4c, para. 2, the members of the scientific panel shall be obliged to give an opinion on the presence or absence of plagiarism in the dissertation thesis, presented for assessment, in their reviews and opinions.

(2) In the events under para. 1, the scientific panel shall conduct a meeting to discuss the received alerts. The scientific panel shall make a decision by an open voting and simple majority on the presence or absence of plagiarism. The decision shall be made within 7 days from after the expiration of the term under para. 2. The discussion and decisions of the scientific panel shall be recorded. The minutes of the meeting shall be signed by all members of the scientific panel.

(3) The candidate for acquiring the scientific degree "Doctor of Science" shall not be admitted to a dissertation thesis defence if the scientific panel has made a decision on the presence of plagiarism in the assessed thesis.

(4) In the events when the scientific panel has confirmed the presence of plagiarism, within 7 days from conducting the meeting under para. 2, the chairperson of the scientific panel shall submit a report to the Dean of the faculty with the decision of the scientific panel. The received alerts for plagiarism, the related documents and the minutes of the meeting shall be enclosed to the report.

Art. 44b (1) The decision of the scientific panel under Art. 44a, para. 4 may be appealed before the Faculty Council in the following order:

1. the Dean shall notify the candidate about the circumstances within 7 days from the receipt of the report under Art. 44a, para. 4;
2. the candidate shall file a written claim appealing the decision of the SP to the Dean of the faculty within 7 days from the receipt of the notification;

3. the Dean shall convene a FC meeting in a 7-day term;
4. the FC shall discuss and make a proposal to the SP;
5. in the events when the FC has rejected the presence of plagiarism, the procedure shall be returned to the SP for a decision;

6. the decision of the SP shall be final and new appeals shall not be allowed.

Art. 45. (1) The respective provisions of Art. 37 shall be applied for conducting the defence.

(2) A dissertation thesis that has received at least four positive assessments shall be considered as successfully defended. Each member of the panel shall publicly announce his/her assessment.

(3) The unsuccessfully defended dissertation thesis shall be returned for corrections. Upon the candidate's request, a new procedure of dissertation thesis defence can be initiated not later than one year after the date of return. The second procedure of dissertation thesis defence shall be final.

(4) The expenses related to the defence of persons, external for the UF, as well as to the second defence under para. 3, shall be borne by the candidate.

Chapter three. TERMS AND CONDITIONS FOR HOLDING ACADEMIC POSITIONS

SECTION I. GENERAL PROVISIONS

Art. 46. (Corr. – UF 2018) (1) The competitions and procedures for holding academic and teaching positions at the UF shall be opened under the terms and conditions, stipulated by the ADASRB, RIADASRB, Regulations of the UF, and these Regulations.

(2) (*Suppl. – UF 2018*) An academic and scientific-teaching position shall be held under an employment contract, provided that the necessary teaching load has been ensured for each member of the department that makes the proposal for announcement of the competition.

(3) The academic positions "Chief Assistant Professor", "Associate Professor" and "Professor" shall be held on the basis of a competition and an election.

(4) (*New – UF 2018*) The academic position "Assistant Professor" and the teaching position "Lecturer" shall be held based on the selection of a candidate in the form of an interview, practical exam or a theoretical exam on a programme. The form of the selection shall be proposed by a decision of the Department Council together with the proposal for the membership of the commission for conducting the selection.

(5) (*Corr., suppl. – UF 2018*) The transfer from an academic position in another HEI or SO to the same academic position in the UF may be carried out through an election based on a decision of the respective FC, without announcing and conducting a competition. The transfer to the same or relevant academic position from a foreign higher education institution or a scientific organisation, recognized and accredited by the respective competent bodies in the foreign country, may be carried out in the same order. The terms and conditions of the transfer shall be specified in the Procedure for the transfer from an academic position in another HEI or SO to the same academic position in the UF, including from other European countries, adopted by a decision of the AC at the UF.

(6) (*Corr., suppl. – 2018*) The candidates under para. 5 shall meet all the requirements applicable to the candidates for holding academic positions through a competition and an election, corresponding to the academic position for which they applying.

(7) The candidates elected for holding the academic positions "Chief Assistant Professor", "Associate Professor" and "Professor" shall be appointed by a Rector's order within one month.

(8) The persons, who have not started work within a two-month term from the written notification of their appointment, shall lose the right to be appointed to the respective academic positions, except in cases when they have been prevented due to illness or a long-term business trip abroad, which shall be evidenced by the respective documents.

(9) (*Suppl. – UF 2018*) Upon termination of the employment contract not because of the habilitated person's fault, all personal rights, arising from the relevant academic position shall be kept, including the right to participate in scientific panels designated by the order of this Act.

Art. 46a. (1) The proposal for announcement of a competition for holding an academic or a teaching position shall be made by the primary unit (department) after the approval of a justification, including:

1. A summarized report on the implementation of the Individual Annual Teaching Load of the department lecturers for the previous academic year, proving that all lecturers have fulfilled the minimum annual teaching norms.

2. A plan for the Individual Annual Teaching Load of the department lecturers for the next academic year. The lecturers shall be assigned with classroom and extracurricular teaching activities in accordance with the competition and their competences. All full-time lecturers shall be provided with a teaching load in accordance with the decision of the AC. The plan for the teaching load of the lecturers shall be prepared on the basis of the forecasted data on the number of student groups and subgroups, provided by the Education Activity Division.

3. The proposal for the announcement of a competition for holding an academic position shall be in accordance with the requirements under Art. 46, para. 2.

4. The proposal for the announcement of a competition for holding an academic or a teaching position shall contain the name of the main academic discipline, professional field, scientific specialty and the planned teaching load. Additional classes in academic disciplines, related to the main one, may be assigned to supplement the annual teaching load, if necessary.

(2) The Budget and Staff Commission (BSC) at the AC of the UF shall review the implementation of the adopted normative requirements and shall formulate a decision on the relevance of the proposal for announcing a competition. The decisions of the BSC shall be assisted by the "Academic Staff" Sector.

(3) In the event of a positive decision by the BSC:

1. the procedure for selection of a candidate for holding the AP "Assistant Professor" or the teaching position "Lecturer" shall be announced on the website of the UF within 7 days and the provisions stipulated in Section II shall be followed;

2. the announcement of competitions for holding the academic positions "Chief Assistant Professor", "Associate Professor" and "Professor" shall be discussed and proposed at the Faculty Council of the faculty, providing the training. The decision shall be made by the Academic Council of the UF. The date of the announcement in the State Gazette shall be considered as the beginning of the procedure for conducting the competition.

(4) In the event of a negative decision under para. 2 by the BSC, the procedure shall not be started.

Art. 47. (*Revoked – UF 2018*)

Art. 48. All other things being equal, the persons who have acquired the scientific degree "Doctor of Science" shall have an advantage in the academic positions in the UF under the ADASRB.

SECTION II. TERMS AND CONDITIONS FOR HOLDING THE ACADEMIC POSITION "ASSISTANT PROFESSOR" AND THE TEACHING POSITIONS "LECTURER" AND "SENIOR LECTURER"

Art. 49. Persons shall be appointed to the position "Assistant Professor" in the UF on a fixed-term employment contract.

(1) (*New – UF 2018*) The following persons shall be appointed on fixed-term employment contract with a duration of up to 2 years:

1. Persons who have acquired the educational and scientific degree "Doctor" in the scientific specialty and professional field of the competition or in the scientific specialty, directly related to the academic discipline in which the competition has been announced;

2. A doctoral student in the scientific specialty and professional field of the competition, who has been withdrawn with the right to defend his/her dissertation thesis, but has not completed the procedure for the dissertation thesis defence.

(2) (*New – UF 2018*) A person, who is not a doctoral student and has a diploma for completed higher education in the educational and qualification degree "Master" in the professional field and scientific specialty of the competition, may be appointed to the position "Assistant Professor" with a duration of up to 4 years.

(3) (*New – UF 2018*) The appointment of candidates under para. 1 and para. 2 shall be made by the Rector of the UF upon a proposal by the Head of department, coordinated with the Dean of the faculty.

(4) Persons shall be appointed to the teaching positions "Lecturer" and "Senior Lecturer" on a permanent employment contract.

Art. 50 (*New – UF 2018*) **(1)** The procedure for announcing the selection of a candidate for holding the academic position "Assistant Professor" and the teaching position "Lecturer" shall include:

1. A decision by the DC on a justified proposal by the Head of department for the appointment of a new lecturer;

2. A positive decision by the Budget and Staff Commission on the proposal, submitted by the Dean of the faculty;

(2) The proposals for announcing a procedure for selection and holding the academic position “Assistant Professor” and the teaching position “Lecturer” shall be considered by the BSC at the sessions, determined by the Rector’s order under Art. 4e, para. 3.

(3) The procedures for selection and holding the academic position “Assistant Professor” and the teaching position “Lecturer” shall be announced on the website of the UF with a 1-month term for submission of application documents.

Art. 50a. (1) The procedures for the AP “Assistant Professor” and “Lecturer” shall be conducted by commissions for admission and election of candidates, appointed by the Rector at the proposal by the Dean of the faculty.

(2) In a procedure for the election of the AP “Assistant Professor” the Head of department, which makes the proposal, shall submit a written proposal to the Dean of the faculty for the membership of the commission for conducting the election and the form of election – an interview, practical or theoretical exam, within 7 days from the date for submission of documents. The proposal shall include formulated criteria for ranking and selection of a candidate. If the department decision is to conduct a theoretical or practical exam, the report shall include a compendium with bibliography or topics of the practical exam, respectively. The commission for conducting the election shall include: the Head of department, holder of the academic discipline and one habilitated person employed on basic employment contract in the professional field of the competition.

(3) In a procedure for the election of the position “Lecturer”, the Head of department shall submit a written proposal to the Dean of the faculty for the membership of the commission for conducting the election and the form of election – an interview or an exam, within 7 days from the date for submission of documents. The proposal shall include formulated criteria for ranking and selection of a candidate. If the decision is to conduct an exam, the report shall include a compendium with bibliography. The commission for conducting the election shall include: the Head of department and two persons with academic degrees in the respective scientific specialty.

(4) Within 7 days the Rector shall issue an order for appointment of the commission for admission of candidates to the election procedure. The commission shall include the Dean of the faculty or his/her deputy, the Head of department and a habilitated person, employed on a basic employment contract in the UF.

(5) The candidate shall submit an application to the Rector of the UF in the “General Administrative Office” of the University and enclose the following documents:

1. Curriculum Vitae by the European format;

2. notary certified copies of diplomas for completed higher education, educational and qualification degree “Bachelor” (if any) and educational and qualification degree “Master”;

3. notary certified copies of the diploma for acquired educational and scientific degree “Doctor” (if any) or a document, proving the status of his/her doctoral studies (if any).

4. a certificate of professional experience (if any);

5. a medical certificate;

6. a certificate of conviction;

7. a list of publications, inventions, citations, rationalisations and other scientific and applied scientific results (if any).

(6) The documents under para. 5 shall be submitted in 1 copy on paper and electronic media.

(7) The documents under item 2 and item 3, if acquired abroad, shall be recognized by the competent authorities in accordance with the statutory order, which shall be evidenced by presenting the relevant documents.

(8) The Rector shall direct the submitted documents to the respective primary unit – the faculty.

(9) The commission for admission of candidates shall conduct a meeting and discuss the candidate’s compliance with the terms and conditions of the announced procedure within 7 days from the receipt of the documents. The commission discussions and decisions shall be recorded and the minutes shall be signed by all members. The chairperson of the commission for admission of candidates shall prepare and send notifications to all candidates within 7 days from conducting the meeting. The notifications to the non-admitted candidates shall also include the reasons for the non-admission to the procedure. The notifications to the admitted candidates shall specify the date, time and place for conducting the election; the form for conducting the election (an interview, practical or theoretical exam); a compendium with bibliography or topics of the practical exam shall be enclosed, if necessary. The date of election under the procedure shall have a term not longer than 2 months from the date of sending the notification.

Art. 50b. (1) The chairperson of the commission for conducting the election, assisted by the other members, shall provide the appropriate conditions for conducting the interview/exam, by applying equal terms to the candidates and

assessing them correctly, objectively and fairly. The assessment shall follow the previously established criteria under Art. 50a, para. 2.

(2) The duration of the competition exam shall be up to 4 hours. The candidates shall be released after completing the exam.

(3) The commission on the election shall formulate its decision and prepare minutes, signed by all members, within 3 days from conducting the interview/exam.

(4) The chairperson of the commission shall submit a report to the Dean on the conducted election and make a proposal for appointment of the elected candidate within the term under para. 3. The minutes of the conducted election shall be enclosed to the report.

(5) If the elected candidate has met the requirements under Art. 50d, para. 1, item 2, the proposal shall be for holding the position "Senior Lecturer".

(6) The Dean shall notify the candidates in writing of the commission decision and the elected candidate within 7 days from the conducted election.

Art. 50c. (1) The Dean of the faculty shall make a proposal to the Rector of the UF for appointment of the elected candidate within 7 days from the receipt of the report with the commission decision. The Rector shall issue an order for appointment and conclude a fixed-term employment contract with the elected Assistant Professor or a permanent employment contract with the elected "Lecturer".

(2) The person, holding the position "Assistant Professor" shall take actions to acquire the educational and scientific degree "Doctor" within the term of the contract.

(3) A new fixed-term employment contract cannot be concluded with the same person after the expiration of the contract.

(4) The Assistant Professor may participate in a competition, announced by the UF, for holding the academic position "Chief Assistant Professor", after acquiring the educational and scientific degree "Doctor" and in accordance with the provisions of the ADASRB, RIADASRB and these Regulations.

Art. 50d. (New - UF 2018) (1) The candidate for holding the teaching position "Senior Lecturer" shall meet one of the following conditions:

1. He/she has held the teaching position "Lecturer" for at least 3 years on a basic employment contract with the UF and has received a "very good" grade from the last attestation, conducted in accordance with the Regulations for attestation of the academic staff of the UF **or**

2. he/she has had 3 years of teaching experience and has acquired the educational and qualification degree "Doctor" in the respective scientific specialty.

(2) The procedure for holding the teaching position "Senior Lecturer" shall include:

1. the person, employed by the UF on a basic employment contract and holding the teaching position "Lecturer" shall submit an application to the Head of department. A certificate of work experience and a certificate of the grade from the last attestation, prepared by the "Human Resources" Department of the UF, shall be enclosed to the application;

2. the Head of department shall conduct a discussion at the Department Council within 14 days from the receipt of the application;

3. in the event of a positive decision by the DC, the Head of department shall submit a report to the Dean with a proposal for holding the teaching position "Senior Lecturer";

4. the Dean shall submit the proposal to the BSC for discussion and decision.

(3) in the event of a positive decision under para. 2, item 4, the Rector shall issue an order and sign the additional agreement to the contract with the person for holding the position.

SECTION III. TERMS AND CONDITIONS FOR HOLDING THE ACADEMIC POSITION "CHIEF ASSISTANT PROFESSOR"

Art. 51. (Amend. and suppl. – UF 2018) The academic position "Chief Assistant Professor" shall be held on the basis of a competition and election by persons who:

1. (Amend. – UF 2019) have acquired the educational and scientific degree "Doctor", which for the specialties of the regulated professions shall correspond to the announced competition;

2. meet the minimum national requirements under Art. 2a, para. 1, 2 and 3;

3. meet the additional requirements under Art. 2a, para. 5, if any;

4. have held the academic position “Assistant Professor” in the professional field for at least 2 years.

Art. 52. (1) The candidates for holding the academic position “Chief Assistant Professor” shall be assessed in accordance with the following requirements, if applicable to the relevant field:

1. teaching work:

a) classroom and extracurricular teaching activities – use of e-learning;

b) work with students and doctoral students – collaboration with students in research and creative projects;

2. research and/or creative work:

a) research activities – participation in research projects, completed with scientific results;

b) creative activities – creation of works of art with national recognition; membership in a creative organization;

c) scientific publications – printed, as well as electronic scientific publications, including in the scientific electronic archive of the UF;

d) creative performances – at least one creative performance at an internationally recognized forum;

e) work on a syllabus or course.

(2) In the scientific specialties in the field of arts, artistic and creative work may be assessed instead of research work.

Art. 53. (Suppl. – UF 2018) (1) The competition shall be announced in the State Gazette and on the websites of the UF and NACID after a decision of the Academic Council.

(2) The term for submission of documents for participation in the competition shall be not shorter than two months from the announcement in the State Gazette.

(3) (Amend. and suppl. – UF 2018) The candidates shall submit an application for admission and participation in the competition to the Rector of the UF within the term under para. 2. The application shall be submitted in the “General Administrative Office” and the following documents shall be enclosed:

1. Curriculum Vitae by the European format;

2. *(Amend. – UF 2018)* notary certified copies of diplomas for completed higher education;

3. *(Amend. – UF 2018)* notary certified copies of diploma(s) for acquired educational and scientific degree “Doctor” and a scientific degree “Doctor of Science” (if any);

4. a document for holding an academic position, if available;

5. a medical certificate;

6. a certificate of conviction;

7. a certificate of professional experience (if any);

8. *(Corr. – UF 2018)* a list of publications, inventions, citations and other applied scientific results;

9. documents and written materials, proving other professional and creative activities under Art. 52;

10. an information card by a template in Bulgarian and English;

11. *(Revoked – UF 2019)*

(4) (New - UF 2018) The documents under para. 3 shall be submitted in 1 copy on paper and electronic media (scanned copies, recorded in a CD or a memory stick).

(5) (New - UF 2018) The documents under para. 3, item 2 and 3, if acquired abroad, shall be recognized and legalized by the competent authorities in accordance with the statutory order, which shall be evidenced by presenting the relevant documents.

(6) Candidates who have not fulfilled the requirements under para. 3, and 5, shall not be admitted to the competition.

Art. 54. (Corr. - UF 2018) (1) The candidates shall be admitted to participate in the competition by a 3-member commission, including the Dean of the faculty or his/her deputy, the Head of department, which made the proposal for the competition, and one habilitated person in the respective professional field. The commission for admission of the candidates shall be appointed by a Rector's order at the proposal of the Dean within 7 days before the expiration of the term for submission of documents.

(2) The commission shall prepare minutes for the admission of the candidates to the competition, which shall be signed by all members. The chairperson of the commission shall inform all candidates in writing on their admission to the competition with 7 days after the date for submission of documents. The non-admitted candidates shall also be notified on the reasons for the non-admission.

(3) (Corr. and suppl. UF 2018) The admitted candidates shall be notified in writing on the date, time and place for conducting the competition exam. In the notification the candidates shall be informed to prepare a presentation (up to 20 min) on a topic of their choice, corresponding to the announced competition, which shall be presented to the scientific panel at the final meeting.

(4) The admitted candidate(s) shall be entitled to replace one member of the scientific panel in accordance with the provisions of Art. 4a, para. 2.

Art. 55. (1) The competition shall be conducted by a scientific panel consisting of five habilitated persons. At least two members of the panel shall be external persons for the UF. An internal to the UF member of the panel shall be elected as the chairperson of the panel.

(2) The membership of the scientific panel shall be determined not later than two months from the announcement of the competition in the State Gazette.

(3) The scientific panel shall be appointed by a Rector's order upon the proposal of the DC and after its approval by the FC.

(4) (*New –UF 2018*) The first meeting of the scientific panel shall be convened upon the proposal of the Dean of the faculty, immediately after the expiration of the deadline for recalling a member of the panel and appointment of new membership, if necessary.

Art. 55a. (New –UF 2018) (1) The competition exam shall be conducted at the final meeting of the scientific panel, not later than one month from sending the notification under art. 54, para. 2.

(2) The competition exam shall be conducted on the basis of documents and hearing of the admitted candidates.

(3) If more than one candidate has been admitted, the scientific panel shall establish and announce a regulation on the sequence and duration of the hearing, as well as on the criteria for ranking the candidates. The hearing of the candidates shall be conducted individually.

(4) At the beginning of the final meeting the candidates shall deliver a short presentation on a topic of their choice, corresponding to the announced competition, and shall answer questions from the panel members.

Art. 56. (Suppl. – UF 2018) (1) Each panel member shall assess the candidates separately with a positive or a negative assessment on the basis of: fulfillment of the minimum national requirements and the additional requirements under Art. 2a; results and contributions of candidates from their scientific and applied activities; assessment on the presented topic and the answers to the questions asked.

(2) The chairperson of the scientific panel shall submit a summarized report to the Dean of the faculty on the competition results and a proposal for an election, signed by all members of the panel, not later than 7 days from conducting the competition exam.

(3) In the event of more than one candidate, the scientific panel shall rank the candidates in descending order and make a justified proposal for election in its report to the FC.

Art. 57. (1) The election of "Chief Assistant Professor" shall be conducted by the FC not later than 14 days after the receipt of the panel proposal.

(2) (*Corr. – UF 2018*) The decisions under para. 1 shall be made with an open voting and simple majority.

(3) (*New – UF 2018*) Only the FC members who are habilitated persons, and the persons, having the educational and scientific degree "Doctor" and/or the scientific degree "Doctor of Science", shall take part in the voting.

(4) (*Prev. para. 3 – UF 2018*) Each candidate who took part in the competition exam shall be notified in writing of the competition and election results within 14 days after conducting the election.

Art. 58. The elected candidates shall be appointed by the Rector of the UF within one month from the notification on their election.

SECTION IV. TERMS AND CONDITIONS FOR HOLDING THE ACADEMIC POSITION "ASSOCIATE PROFESSOR"

Art. 59. (Amend. and suppl. – UF 2018) Candidates for holding the academic position "Associate Professor" shall meet the following requirements:

1. they shall have acquired the educational and scientific degree "Doctor", which for the specialties of the regulated professions shall be in the same specialty;

2. for at least two years:

- a) they shall have held the academic position "Assistant Professor", "Chief Assistant Professor", **or**
- b) they shall have been lecturers, including part-time lecturers, or members of a research team at the UF or another higher education institution or scientific organization, **or**
- c) they shall have practiced artistic and creative activity, **or**
- d) they shall have been practicing specialists with proven achievements in their field.

3. they shall have presented a published monograph or equivalent publications in specialised scientific journals or evidence of equivalent artistic and creative achievements in the field of arts, which shall not repeat those presented for acquiring the educational and qualification degree “Doctor” and the scientific degree “Doctor of Science”;

4. (*New – UF 2018*) they shall meet the respective minimum national requirements under Art. 2a, para. 2, 3 and 4;

5. (*New – UF 2018*) they shall meet the additional requirements under Art. 2a, para. 5;

6. (*New – UF 2018*) they shall not have proven plagiarism, determined under Art. 4d, para. 4.

Art. 59a. (*New – UF 2018*) **(1)** The candidates shall present a reference on the fulfillment of the minimum national requirements and the requirements under Art. 2a, para. 5, as well as a reference on the original scientific contributions to which the relevant evidence shall be attached.

(2) Only the persons who meet the requirements under Art. 59, item 1 – 5 shall be admitted to participate in the competition and assessment.

Art. 60. (*Suppl. – UF 2018*) **(1)** The academic position “Associate Professor” shall be held on the basis of a competition and election. The competition shall be initiated under the terms and conditions of Art. 46 and Art. 46a.

(2) The competition shall be announced in the State Gazette and on the websites of the UF and NACID after a decision of the Academic Council.

(3) The term for submission of documents for participation in the competition shall be not shorter than two months from the announcement in the State Gazette.

(4) (*Amend. and suppl. – UF 2018*) The candidates shall submit an application for admission and participation in the competition to the Rector of the UF within the term under para. 2. The application shall be submitted in the “General Administrative Office” and the following documents shall be enclosed:

1. Curriculum Vitae by the European format;

2. (*Amend. – UF 2018*) notary certified copies of diplomas for completed higher education;

3. (*Amend. – UF 2018*) notary certified copies of diploma(s) for acquired educational and scientific degree “Doctor” and a scientific degree “Doctor of Science” (if any);

4. a document for holding an academic position;

5. a medical certificate;

6. a certificate of conviction;

7. a certificate of professional experience (if any);

8. a self-assessment reference on the fulfillment of the minimum national requirements for the academic position “Associate Professor” (by a template of the UF) and of the additional requirements under Art. 2a, para. 5, if any;

9. a reference on the candidate’s contributions which shall not repeat the works from the previous competition for holding an academic position and the last defended dissertation thesis;

10. (*Corr. – UF 2018*) a list of publications, inventions, citations and other applied scientific results;

11. documents and written materials, proving other professional and creative activities under Art. 52;

12. an information card by a template in Bulgarian and English;

13. (*Revoked – 2019*)

(5) (*New – UF 2018*) The documents under para. 3 shall be submitted in 3 copies on paper and electronic media (scanned copies, recorded on a CD or a memory stick).

(6) (*New – UF 2018*) The documents under para. 3, item 2 and 3, if acquired abroad, shall be recognized and legalized by the competent authorities in accordance with the statutory order, which shall be evidenced by presenting the relevant documents.

(7) The candidates shall also submit abstracts of their works (on paper and electronic media) in Bulgarian and in one of the languages, traditionally used in the respective scientific area, with which they participate in the competition and do not repeat the already presented ones.

Art. 61. (1) The competition shall be conducted by a scientific panel consisting of 7 members. At least three members of the panel shall be external persons for the UF and at least three shall be professors. At the first meeting of the scientific panel one of its members shall be elected as the chairperson.

(2) The scientific panel shall be appointed by a Rector’s order upon the proposal of the DC and after its approval by the FC.

(3) (*New – UF 2018*) The scientific panel shall make a decision on the admission of candidates to the assessment within 14 days after the expiration of the term for submission of documents;

(4) (*New – UF 2018*) The candidates shall be notified about the decision on admission to assessment within 7 days from the admission decision. The non-admitted candidates shall be notified on the reasons for the non-admission. The

admitted candidates shall be notified to prepare a presentation (up to 20 min) on a topic of their choice, corresponding to the announced competition, which shall be presented to the scientific panel at the final meeting.

(5) (*New – UF 2018*) The admitted candidates shall be entitled to propose a replacement of one member of the scientific panel in accordance with the provisions of Art. 4a, para. 2 or para.3.

(6) (*New – UF 2018*) After the expiration of the term for replacement, the SP shall determine two reviewers from its final membership, at least one of whom shall be a professor. The other members of the scientific panel shall prepare opinions. The reviews and opinions shall end with a positive or a negative conclusion on candidate's election.

(7) (*Corr., suppl. – UF 2018*) The members of the scientific panel shall present the reviews and opinions at the respective Dean's office in Bulgarian and in one of the languages, traditionally used in the respective scientific area, in 2 copies on paper and electronic media within two months from their appointment as scientific panel members. Each review/opinion shall be filed with a reference number and sealed in an envelope. The full set of reviews and opinions shall be submitted to the Head of department for publication on the website of the UF.

(8) The abstracts of the works of the participants in the procedure, developed after the dissertation thesis defence, as well as the reviews and opinions of the panel members, including the decision under Art. 4e, para. 5, shall be published on the website of the UF within one month before the final meeting of the scientific panel. The materials shall be published in accordance with Art. 4e, para. 5.

Art. 62. (*New – UF 2018*) **(1)** The final meeting of the scientific panels shall be conducted within 6 months from the announcement in the State Gazette.

(2) A hearing of all candidates, admitted to the assessment, shall be conducted at the final meeting. They shall deliver a short presentation on a topic of their choice, corresponding to the announced competition, and shall answer questions from the panel members.

(3) If more than one candidate has been admitted, the scientific panel shall establish and announce a regulation on the sequence and duration of the hearing, as well as on the criteria for ranking the candidates. The hearing of the candidates shall be conducted individually.

Art. 63. (*Previous Art. 62 – UF 2011*) **(1)** The scientific panel shall assess the candidates for holding the academic position "Associate Professor" separately with a positive or a negative assessment in accordance with Art. 59 on the basis of: fulfillment of the minimum national requirements and the additional requirements under Art. 2a; results and contributions of candidates from their scientific and applied activities; assessment on the presented topic and the answers to the questions asked.

(2) (*Amend. and suppl. – UF 2018*) All other things being equal, the scientific panel shall also take into consideration the general assessment, obtained from the assessment of the following additional indicators, applicable to the respective field:

1. related to the teaching activity:

a) classroom and extracurricular classes; innovations in teaching methods, provision of practical classes outside the higher education institution or scientific organization;

b) work with students and doctoral students, including collaboration with students and doctoral students in research and artistic projects;

2. related to the research activity:

a) membership in renowned creative and/or professional organisations in the respective scientific field;

b) practical applications of research findings; inventions and other intellectual property products;

3. related to the artistic or sports activity:

a) participation in projects; membership in a creative or sports organization;

b) creation of works of art or sports achievements with international recognition.

(3) In the scientific specialties in the field of arts, artistic and creative work may be assessed instead of research work.

(4) The scientific panel shall rank the candidates by an open voting. The chairperson of the scientific panel shall submit a summarized report to the Dean of the faculty with conclusions on the competition results and a justified proposal for an election, which shall be signed by all panel members, within 7 days after conducting the final meeting.

(5) (*New – UF 2018*) In the events under Art. 4d, para. 4 the members of the scientific panel shall be obliged to give an opinion on the presence or absence of plagiarism in the publications, presented for assessment, and the scientific panel shall make a decision, adopted by a simple majority, not later than the expiration of the term under Art. 62, para. 1.

(6) (*New – UF 2018*) The decision of the scientific panel under para. 5 may be appealed before the Faculty Council.

Art. 64. (1) The FC shall make a decision on the election of an “Associate Professor” upon the proposal of the scientific panel, made in accordance with the provisions of Art. 63, para. 4. The election shall be conducted not later than one month after the receipt of the proposal, and the decision shall be taken by an open voting and simple majority.

(2) *(New – UF 2018)* Only the Faculty Council members who are habilitated persons or persons, having the educational and scientific degree “Doctor” and/or the scientific degree “Doctor of Science”, shall take part in the voting under para. 1.

(3) *(New – UF 2018)* The Faculty Council may, by a justified decision, reject the proposal made by the scientific panel on the basis of the discussions held.

(4) Each candidate, admitted to the competition, shall be notified on the election results within 14 days from conducting the election.

(5) *(New – UF 2018)* The Rector shall issue an order for approving the election within 14 days from the election by the FC under para. 1.

Art. 64a. The Rector shall issue an order for appointment and conclude a basic employment contract with the elected candidate within one month from the election approval. The employment relationship between the UF and the elected Associate Professor shall enter into force on the day of the election approval.

Art. 64b. *(New – UF 2018)* The elected Associate Professor shall deliver a public academic lecture to the academic community of the UF within 2 months from the date of the election by the FC.

SECTION V. TERMS AND CONDITIONS FOR HOLDING THE ACADEMIC POSITION “PROFESSOR”

Art. 65. (1) Candidates for holding the academic position “Professor” shall meet the following requirements:

1. they shall have acquired the educational and scientific degree “Doctor”, which for the specialties of the regulated professions shall be in the same specialty;

2. they shall have held the academic position “Associate Professor” for at least two years in the UF or another higher education institution or scientific organization and for at least five years they shall:

a) have been lecturers, including part-time lecturers, or members of research team in the UF or another higher education institution or scientific organization, **or**

b) have practiced artistic and creative activity, **or**

c) have been practicing specialists with proven achievements in their field;

3. they shall have presented a published monograph or equivalent publications in specialised scientific journals or evidence of equivalent artistic and creative achievements in the field of arts, which shall not repeat those presented for acquiring the educational and qualification degree “Doctor”, the scientific degree “Doctor of Science” and the academic position “Associate Professor”;

4. they shall have presented other original research works, publications, inventions and other scientific and applied scientific achievements, which shall be assessed as a whole;

5. *(New – UF 2018)* they shall meet the respective minimum national requirements under Art. 2a, para. 2, 3 and 4;

6. *(New – UF 2018)* they shall meet the additional requirements under Art. 2a, para. 5 (if any);

7. *(New – UF 2018)* they shall not have proven plagiarism, determined under Art. 4d, para. 4.

(2) If the candidates have not held the academic position “Associate Professor”, they shall present another published monograph or equivalent publications in specialised scientific journals or evidence of equivalent artistic and creative achievements in the field of arts, which shall not repeat those presented for acquiring the educational and qualification degree “Doctor”, and the scientific degree “Doctor of Science”.

(3) The candidates shall present a reference on the fulfillment of the minimum national requirements under Art. 2a, para. 2, 3 and 4, and the requirements under Art. 2a, para. 5, respectively, as well as a reference on the original scientific contributions to which the relevant evidence, determined in the ADASRB and these Regulations, shall be attached.

Art. 65a. *(Suppl. – UF 2018)* **(1)** The academic position “Professor” shall be held on the basis of a competition and election. The competition shall be initiated under the terms and conditions of Art. 46 and Art. 46a.

(2) The competition shall be announced in the State Gazette and on the websites of the UF and NACID after a decision of the Academic Council.

(3) The term for submission of documents for participation in the competition shall be not shorter than two months from the announcement in the State Gazette.

(4) (*Amend. and suppl. – UF 2018*) The candidates shall submit an application for admission and participation in the competition to the Rector of the UF within the term under para. 3. The application shall be submitted in the “General Administrative Office” and the following documents shall be enclosed:

1. Curriculum Vitae by the European format;
2. (*Amend. – UF 2018*) notary certified copies of diplomas for completed higher education;
3. (*Amend. – UF 2018*) notary certified copies of diploma(s) for acquired educational and scientific degree “Doctor” and a scientific degree “Doctor of Science” (if any);
4. a document for holding an academic position;
5. a medical certificate;
6. a certificate of conviction;
7. a certificate of professional experience, if any;
8. (*Corr. and suppl. 2019*) a self-assessment reference on the fulfillment of the minimum national requirements under Art. 2a, para. 2, 3 and 4 for the academic position “Professor” (by a template of the UF) and of the additional requirements under Art. 2a, para. 5, if any;
9. a reference on the candidate’s contributions which shall not repeat the works from the previous competition for holding an academic position and the last defended dissertation thesis;
10. (*Corr. – UF 2018*) a list of publications, inventions, citations and other applied scientific results;
11. documents and written materials, proving other professional and creative activities under Art. 52;
12. an information card by a template in Bulgarian and English;
13. (*Revoked – 2019*)

(5) (*New – UF 2018*) The documents under para. 4 shall be submitted in 4 sets on paper and electronic media (scanned copies, recorded on a CD or a memory stick).

(6) (*New – UF 2018*) The documents under para. 4, item 2 and 3, if acquired abroad, shall be recognized and legalized by the competent authorities in accordance with the statutory order, which shall be evidenced by presenting the relevant documents.

(7) The candidates shall also submit abstracts of their works (on paper and electronic media) in Bulgarian and in one of the languages, traditionally used in the respective scientific area, with which they participate in the competition and do not repeat the already presented ones, as well as a reference on the scientific contributions.

Art. 66. (1) The scientific panel shall consist of seven members – at least four members of the panel shall be professors and at least three members shall be external persons for the UF. At the first meeting of the scientific panel one of its members shall be elected as the chairperson.

(2) (*New – UF 2018*) The scientific panel shall make a decision on the admission of candidates to the assessment within 14 days after the expiration of the term for submission of documents

(3) Persons who meet the requirements under Art. 65, para. 1 and 2, including the minimum national requirements under Art. 2b, para. 2 and 3, and Art. 2b, para. 5, respectively, shall be admitted to the assessment.

(4) (*New – UF 2018*) The candidates shall be notified about the decision on admission to assessment within 7 days from the admission decision. The non-admitted candidates shall be notified on the reasons for the non-admission.

(5) (*New – UF 2018*) The admitted candidates shall be entitled to propose a replacement of one member of the scientific panel in accordance with the provisions of Art. 4a, para. 2 or para.3.

(6) (*New – UF 2018*) After the expiration of the term for replacement, the SP shall determine three reviewers from its final membership. The other members of the scientific panel shall prepare opinions. The reviews and opinions shall end with a positive or a negative conclusion on candidate's election.

(7) (*Corr., suppl. – UF 2018*) The members of the scientific panel shall present the reviews and opinions at the respective Dean’s office in Bulgarian and in one of the languages, traditionally used in the respective scientific area, in 2 copies on paper and electronic media within two months from their appointment as scientific panel members. Each review/opinion shall be filed with a reference number and sealed in an envelope. The full set of reviews and opinions shall be submitted to the Head of department for publication on the website of the UF.

(8) The abstracts of the works of the participants in the procedure, developed after holding the academic position “Associate Professor” or acquiring the scientific degree “Doctor of Science”, as well as the reviews and opinions of the panel members, including the decision under Art. 4d, para. 4, shall be published on the website of the UF within one month before the final meeting of the scientific panel. The materials shall be published in accordance with Art. 4e, para. 5.

Art. 67. (1) The scientific panel shall assess the candidates for holding the academic position “Professor” in accordance with the fulfillment of the requirements under Art. 65.

(2) All other things being equal, the scientific panel shall also take into consideration the general assessment, obtained from the assessment of the following additional indicators, applicable to the respective field:

1. related to the teaching activity:

a) (*Amend. – UF 2018*) classroom and extracurricular classes – sharing teaching experience, provision of supervision and consultation to colleagues; provision of practical classes outside the higher education institution or scientific organization; teaching a specialty in a foreign language;

b) work with students and doctoral students, including scientific supervision of doctoral students, appointed on teaching positions in a higher education institution or scientific organization;

2. related to the research activity:

a) (*Amend. – UF 2018*) management of research projects; establishment of a scientific team of lecturers; membership in renowned creative and/or professional organisations in the respective scientific field; authoritative reviews; creation of a new direction in science; established scientific school; lecturing at foreign universities;

b) practical applications of research findings; inventions and rationalisations;

3. related to the artistic or sports activity:

a) membership in a creative organization; establishment of creative school; lecturing at foreign universities; artistic, creative or sporting activities, including creative or sporting activities at internationally recognized forums;

b) creation of works of art with international recognition.

(3) In the scientific specialties in the field of arts, the research work may be substituted by an artistic and creative work.

(4) The scientific panel shall rank the candidates by an open voting. The chairperson of the scientific panel shall submit a summarized report to the Dean of the faculty with conclusions on the competition results and a justified proposal for an election, which shall be signed by all panel members, within 7 days after conducting the final meeting.

(5) The scientific panel shall conduct its final meeting within 6 months from publishing the announcement in the State Gazette.

Art. 68. (1) The FC shall make a decision on the election of a “Professor” at the proposal of the scientific panel. The election shall be conducted within one month after the receipt of the proposal, and the decision shall be made by an open voting and simple majority.

(2) (*New - UF 2018*) The Faculty Council may decide on procedures for holding the academic position “Professor” if at least one third of the council members with the right to vote is consisted of persons, holding the academic position “Professor” or having the scientific degree “Doctor of Science.”

(3) (*New - UF 2018*) The academic staff members of the respective faculty, holding the academic position “Professor” or having the scientific degree “Doctor of Science”, shall be included in the membership of the council under para. 2.

(4) (*New - UF 2018*) Failing to meet the condition under para. 2, external members who meet the requirements under para. 2 may be recruited for participation in the specific procedure.

(5) (*New - UF 2018*) In the event of necessity under para. 4, applications for a one-time extension of the FC upon the proposal of the Dean of the faculty shall be discussed and approved by an open voting and simple majority at a meeting of the respective Faculty Council. The extended membership shall also include the persons under para. 3. The Rector of the UF shall issue and order for a one-time extension of the FC membership at the proposal of the Dean of the faculty. The procedure for expansion of the FC membership shall be conducted within the term under para. 1.

(6) Each candidate, admitted to the competition, shall be notified on the results within 14 days from conducting the election.

(7) The employment relationship between the UF and the elected Professor shall enter into force within a month from the day of the election.

Art. 69. (*Revoked – UF 2018*)

Chapter four. CONTROL

Art. 70. (Amend. –UF 2018) (1) The Minister of Education and Science shall exercise control over the open and uncompleted procedures for acquiring a scientific degree and holding academic positions in accordance with the provisions of the ADASRB, RIADASRB and these Regulations.

Art. 71. (1) The Minister of Education and Science may require information and documents from the UF in relation to the controlled procedures.

(2) In case of determined violation, the Minister of Education and Science or an authorized Deputy Minister shall be entitled to suspend the dissertation thesis defence, the competition or the election of “Chief Assistant Professor”, “Associate Professor” and “Professor”, respectively. The suspension order shall specify the term for elimination of the violation and it shall be communicated to the higher education institution or scientific organization.

(3) The suspension may be exercised once for a period of up to one month.

(4) The UF shall be obliged to eliminate the violations determined and shall present the respective evidence within the term under para. 2.

(5) The procedures for acquiring a scientific degree or holding an academic position shall be resumed by an order of the Minister of Education and Science or an authorized Deputy Minister, if the violations have been eliminated.

(6) If the Minister has not issued an order for resuming the procedure after the expiration of the one-month term from the suspension, the procedure may be resumed by the Rector of the UF. In the event of disagreement, the Minister may propose a revocation of accreditation to the NEAA.

Art. 72. (1) All acts of the management bodies of the UF related to the acquisition of a scientific degree or holding the academic positions under the ADASRB may be appealed before the court in accordance with the Administrative Procedure Code.

(2) The appeal of acts under para. 1 shall not suspend their implementation.

Art. 73. (1) A person shall be dismissed from an academic position when:

1. it has been determined that the works on the basis of which a scientific degree has been acquired or an academic position has been awarded, or significant parts of them, have been written or created by another person;

2. in his/her capacity of a member of a panel or of a Faculty Council he/she has given an opinion resulting from a committed crime, established with an enforced verdict;

3. he/she has received a negative assessment in two consecutive attestations.

(2) In the events under para. 1, item 1 and 2, the acquired scientific degree shall also be revoked.

(3) The revocation of a scientific degree and dismissal from an academic position shall be performed by the Rector of the UF at the proposal of the FC.

(4) All personal rights of the individual, arising from the scientific degree and the academic position, shall be deemed to have been revoked.

ADDITIONAL PROVISIONS

§ 1. Within the meaning of these Regulations (ADASRB – § 1. of the additional provisions):

1. **„Higher education institutions and scientific organisations“** shall include all higher education institutions, the Bulgarian Academy of Sciences, the Agricultural Academy, scientific organisations, university hospitals, institutes, etc., accredited by the NEAA.

2. **„Doctoral programme“** shall be an accredited programme of a higher education institution or scientific organization in the area of the higher education for training of doctoral students.

2a. (New – SG, issue 30 of 2018, in force from 05.05.2018) **„Conflict of interests“** shall exist where any member of a panel, or persons related to him/her, has private interest which may affect the impartial and objective performance of his powers or duties related to his participation in the respective procedure;

3. (New – SG, issue 101 of 2010) **„Private interest“** shall be any interest which results in a material or non-material benefit for a member of a panel, or for persons related to him/her, including any assumed obligation.

4. (New – SG, issue 101 of 2010) **„Benefit“** shall mean any income in money or in property, including the acquisition of shares or stocks, as well as granting, transferring or denying rights, obtaining privilege or honours, receiving goods or services for free or at prices which are lower than market ones, receiving aid, vote, support or influence, advantage, receiving

or being promised a job, or position (including academic position), gifts, rewards, or promise to avoid loss, liability, sanction or other unfavorable event.

5. (New – SG, issue 101 of 2010) „**Related persons**“ shall be the spouses or the persons who are in actual cohabitation together, the relatives in direct line, in collateral line - up to the second degree inclusive, and the relatives by marriage - to the second degree inclusive, as well as physical and legal persons, with whom the person is in economic or political dependence, which give rise to reasonable doubts about his impartiality and objectivity.

6. (New – SG, issue 101 of 2010) „**Primary unit**“ shall be a department in a faculty of a higher education institution, or its corresponding structure in a scientific organization.

7. (New – SG, issue 30 of 2018, in force from 05.05.2018) „**Plagiarism**“ shall be the presentation of works as one's own, entirely or partially written or created by someone else, or the use of scientific results published by someone else, without citation or quote during the procedures for acquiring academic degrees or for holding academic positions.

8. (New – SG, issue 30 of 2018, in force from 05.05.2018) „**Unified state requirements**“ shall be the rules for the implementation of the procedures under this act, the procedure for control over the and the minimum national requirements in professional fields for acquiring academic degrees and holding academic positions defined in this act and in the rules for its implementation.

9. (New – SG, issue 30 of 2018, in force from 05.05.2018) „**Referenced and indexed publications**“ shall be publications, in which the articles are published after anonymous review and are part of the international research area, referenced and indexed in world-renowned databases of scientific information.

10. (New – SG, issue 30 of 2018, in force from 05.05.2018) A „**Monograph**“ shall be a scientific publication which contains a complete and comprehensive study of a particular subject, problem or person, written by one or several authors who stick to the same view. The monograph is a scientific work which does not duplicate or summarize the existing knowledge and has its scientific editor and/or scientific reviewers, has an ISBN and has a volume of not less than 100 standard pages with 1800 characters per page. It shall contain extensive content, a comprehensive bibliography, with references to other scientific works in its text.

11. (New – SG, issue 30 of 2018, in force from 05.05.2018) A „**Chapter from a book**“ shall be a separate subdivision of the main text of a scientific work which has a scientific editor and/or scientific reviewers; it addresses a separate problem or issue from the main topic that is defined in the title or numbered, and is published in a non-periodical scientific publication that has an ISSN or an ISBN, respectively. It may be from one or more authors.

12. (New – SG, issue 30 of 2018, in force from 05.05.2018) A „**Study**“ shall be a scientific study published in a journal, collection or independently, which deals with certain aspects of problems and issues, which has its scientific editor and/or scientific reviewers, has ISSN or ISBN respectively, and its volume is from 20 to 99 standard pages with 1800 characters per page.

13. (New – SG, issue 30 of 2018, in force from 05.05.2018) A „**Survey**“ shall be a scientific study, published in a journal, a collection or independently, in which a critical review of the literature published on a certain scientific problem has been made, has ISSN or ISBN, respectively, and has a volume from 10 to 99 standard pages with 1800 characters per page.

14. (New – SG, issue 30 of 2018, in force from 05.05.2018) An „**Article**“ shall be a published scientific work corresponding to the requirements under item 12, which contains a description of original scientific research and its volume is of up to 20 standard pages with 1800 characters per page.

15. (New – SG, issue 30 of 2018, in force from 05.05.2018) A „**Citation**“ shall mean referencing a scientific publication of the author in another scientific publication or a patent. Referencing one publication, regardless of how many times it has been done in the text, shall be considered as one citation.

16. (New – SG, issue 30 of 2018, in force from 05.05.2018) A „**Self-citation**“ shall be a citation where the publication being cited and the citing publication have at least one common author.

17. (New – SG, issue 30 of 2018, in force from 05.05.2018) „**Lack of credibility of the presented scientific data**“ shall mean the intentional use of false and/or manipulated source data in the creation of scientific work.

18. (New – SG, issue 30 of 2018, in force from 05.05.2018) „**Habilitated persons**“ shall be:

a) the persons who hold or have held the academic positions "Associate Professor" or "Professor", with the exception of the persons under Art. 36;

b) the persons having acquired the scientific title "Associate Professor" respectively "Senior Research Fellow II degree" or "Professor", respectively "Senior Research Fellow I degree", within the meaning of the revoked Law on the Academic Degrees and Academic Ranks;

19. (New – SG, issue 30 of 2018, in force from 05.05.2018) „**Faculty Council**“ shall be the body under Art. 26, para. 2 of the Higher Education Act.

20. (New – SG, issue 30 of 2018, in force from 05.05.2018) „**Scientific Council**“ shall be the body composed of habilitated persons and appointed in the statutes of the scientific organizations or of the higher education institutions.

21. (New – SG, issue 30 of 2018, in force from 05.05.2018) An „**Interested person**“ shall mean any person who has acquired a scientific degree in the respective professional field, or who is a habilitated person under item 18.

§ 1a. (1) „Discrimination“ (from the Latin *discriminatio* – “making a difference”) to or against a person or a group shall be the treatment or perception based on class, category, race, ethnicity, religion, sexual orientation, species or something else instead of his/her personal qualities. Discrimination occurs when there is a formal or informal division of individuals into separate groups on some common grounds, in which they are given or deprived of certain rights, obligations and opportunities, according to the group to which they belong.

(2) The presence or absence of discrimination shall be a subject of the Law on Protection against Discrimination (Prom. SG issue 105 of 30.12.2016), Art. 4 and Art. 7.

§ 2. At the proposal of the DC, a scientific consultant may be elected for the doctoral students in the individual form of training, who shall perform the functions under the procedures, provided for the scientific supervisor in these Regulations.

§ 3. All announcements on a website, related to procedures under the ADASRB, shall contain the date of publication, which shall coincide with the date of publication in the State Gazette.

§ 4. The professional fields and scientific fields within the meaning of these Regulations shall be determined in accordance with the higher education areas and professional fields, established in the Classifier of higher education areas and professional fields, adopted by the Decree No. 125 of the Council of Ministers of 2002.

§ 5. The ratio of the academic positions “Assistant Professor”, “Chief Assistant Professor”, “Associate Professor” and “Professor” in the UF shall be determined in accordance with the adopted teaching load norms, approved in the Regulations of the UF and adapted to the specifics of the educational and research activity by fields and specialities in the structural units.

§ 6. The positions of non-habilitated persons, who shall be assigned only with teaching activity for non-specialists in language training, sports, art, etc., shall be in accordance with Art. 48, para. 2 of the HEA.

§ 7. The amount of remuneration of the scientific panel members shall be determined by an order of the Rector of the UF. The remuneration of the external members of the scientific panels shall also include the travel expenses.

§ 8. The recognition of scientific degrees acquired abroad shall be carried out under the terms and conditions, specified in the Regulations for the recognition of scientific degrees, acquired abroad, adopted by the Academic Council of the UF.

§ 9. All decisions on the procedures shall be made by an open voting.

TRANSITIONAL AND FINAL PROVISIONS

§ 10. (1) All rights of the persons, such as remuneration, advantage in competitions, etc., related to the scientific degrees and scientific ranks, acquired under the terms and conditions of the revoked Law on the Academic Degrees and Academic Ranks, shall be retained.

(2) The employment relationships of the persons under para. 1, who at the time of entry into force of the ADASRB hold the research and teaching position “Assistant Professor”, “Senior Assistant Professor” or “Chief Assistant Professor”, and have a scientific degree, acquired in accordance with the revoked Law on the Academic Degrees and Academic Ranks, shall be retained at the academic position “Chief Assistant Professor”.

(3) The employment relationships of the persons under para. 1, who at the time of entry into force of this act hold a research and teaching position but do not have a scientific degree, acquired in accordance with the revoked Law on the Academic Degrees and Academic Ranks, shall be retained at the following academic positions:

1. for “Assistant Professor” – at the academic position “Assistant Professor”;

2. for “Senior Assistant Professor” and “Chief Assistant Professor” – at the academic position “Chief Assistant Professor”.

(4) The persons under para. 3, item 2 shall be reappointed to the academic position “Assistant Professor”, if they do not acquire the educational and scientific degree “Doctor” within four years from the entry into force of this act.

(5) The persons who have acquired scientific degrees and ranks under the terms and conditions of the revoked Law on the Academic Degrees and Academic Ranks shall retain their scientific ranks and degrees after ceasing to hold scientific or academic positions.

§ 11. The UF shall provide conditions for admission and acquisition of the educational and scientific degree “Doctor” in the individual form of training to the persons, holding the positions “Assistant Professor”, “Senior Assistant Professor” and “Chief Assistant Professor” who have not acquired the educational and scientific degree “Doctor”.

§ 12. The persons, who have acquired the scientific degree “Doctor of Science” under the terms and conditions of the revoked Law on the Academic Degrees and Academic Ranks shall retain all the rights, arising from the acquired scientific degree, and may hold academic positions under the ADASRB without having the educational and scientific degree “Doctor”.

§ 13. *(Corr. – UF 2018)* These Regulations have been adopted under § 59, para. 2 of the Final Provisions to the Act on Development of the Academic Staff in the Republic of Bulgaria (Prom. SG, issue 101 of 28.12.2011) and have been updated in accordance with § 43., item 1 of the Transitional and Final Provisions to the Act on Amendment and Supplementation of the Act on Development of the Academic Staff in the Republic of Bulgaria (SG, issue 30 of 03.04.2018, effective from 05.05.2018).

§ 13a. *(New – UF 2018)* The AC of the UF shall adopt an update of the Regulations for Attestation of the Academic Staff of the UF in accordance with the requirements to the teaching positions “Lecturer” and “Senior Lecturer” within 6 months.

§ 13b. *(New – UF 2018)* The AC of the UF shall adopt Regulations for Recognition of Scientific Degrees Acquired Abroad within 6 months from the adoption of these Regulations.

§ 13c. *(Amend. and suppl. – UF 2019)* **(1)** The documents related to the procedure (originals of orders, reports, minutes, decisions, etc.), as well as copies of candidates’ documents (without the evidence materials), shall be submitted to the “Academic Staff” Sector against a signed acceptance-transfer form within 2 weeks after the completion of the procedures for acquiring scientific degrees and holding academic and teaching positions.

(2) An invitation to the participants in the competition shall be sent to return them all originals and/or notary certified copies of the documents and evidence materials (copies of publications, monographs, handbooks, books, etc.) with which they participated in the procedure, within the term under para. 1. A bilateral protocol shall be signed for the transfer of the materials.

(3) the return of the documents shall be made within 6 months from the completion of the procedure.

§ 13d. *(New – UF 2019)* **(1)** The terms on the procedures of these Regulations, coinciding with official holidays and vacations, specified in the academic calendar of the UF, as well as with other non-working days, regulated by a Rector’s order, shall be extended by the number of non-working days and shall not be considered a violation.

(2) The text under para. 1 shall not refer to the terms, specified in the ADASRB and the RIADASRB.

§ 14. *(Amend. – UF 2019)* The latest revision of the Regulations for DAS of the UF was adopted by the Academic Council of the University of Forestry on 24.04.2019 (Minutes No. 38) and shall enter into force on the day of its adoption.

§ 15. Amendments and supplements to these Regulations shall be made in accordance with the order of its adoption.

§ 16. The financial resources for the implementation of the procedures under these Regulations shall be provided by the budget of the UF.

§ 16a. *(New – UF 2018)* The administrative and technical support of the procedures shall be carried out by the respective faculty.

§ 17. All issues, related to the development of the academic staff of the UF and not regulated in these Regulations, shall be considered by the AC.

MINIMUM NATIONAL REQUIREMENTS

to the scientific, teaching and/or artistic or sporting activities of the candidates for acquisition of a scientific degree and holding the academic positions “Chief Assistant Professor”, “Associate Professor” and “Professor” by scientific fields and/or professional fields

AREA 1. PEDAGOGICAL SCIENCES**Professional field:**

- 1.1. Theory and management of education,
- 1.2. Pedagogy,
- 1.3. Pedagogy of training in ...

Table 1. Minimum required points by groups of indicators for the different scientific degrees and academic positions

Group of indicators	Content	Doctor	Doctor of Science	Chief Assistant Professor	Associate Professor	Professor
A	Indicator 1	50	50	50	50	50
B	2 Indicator	-	100	-	-	-
C	3 Indicator	-	-	-	100	100
D	Sum of indicators from 10 to 4	30	100	-	200	200
E	Sum of indicators from 13 to 11	-	100	-	50	100
F	Sum of indicators from 14 to the end	-	-	-	-	100

Table 2. Number of points by indicators

Group of indicators	Indicator	Number of points
A	1. Dissertation thesis for awarding the educational and scientific degree “Doctor”	50
B	2. Dissertation thesis for awarding the scientific degree “Doctor of Science”	100
C	3. Habilitation thesis – monograph	100

Group of indicators	Indicator	Number of points
D	4. Published monograph which has not been presented as the main habilitation thesis	100
	5. Published book based on the defended dissertation thesis for awarding the educational and scientific degree "Doctor" or for awarding the scientific degree "Doctor of Science"	75
	6. Articles and reports published in scientific journals, referenced and indexed in world-renowned scientific information databases	30/n
	7. Articles and reports published in non-referenced scientific peer-reviewed journals or in peer-reviewed collective volumes	10/n
	8. Studies published in scientific journals, referenced and indexed in world-renowned scientific information databases	45/n
	9. Studies published in non-referenced scientific peer-reviewed journals or in published collective volumes	15/n
	10. Published chapter of a collective monograph	20/n
E	11. Citations or reviews in scientific journals, referenced and indexed in world-renowned scientific information databases or in monographs and collective volumes	15
	12. Citations in monographs and peer-reviewed collective volumes	10
	13. Citations or reviews in non-referenced scientific peer-reviewed journals	5
F	14. Acquired scientific degree "Doctor of Science"	40
	15. Supervision of successfully defended doctoral student (n is the number of co-supervisors of the respective doctoral student)	40/n
	16. Participation in a national research or educational project	15
	17. Participation in an international research or educational project	20
	18. Management of a national research or educational project	30
	19. Management of an international research or educational project	40
	20. Published university textbook or textbook used in the school network	40/n
	21. Published university handbook or handbook used in the school network	20/n

AREA 2. HUMANITIES

Professional field:

- 2.1. *Philology,*
- 2.2. *History and archeology,*
- 2.3. *Philosophy,*
- 2.4. *Religion and theology*

Table 1. Minimum required points by groups of indicators for the different scientific degrees and academic positions

Group of indicators	Content	Doctor	Doctor of Science	Chief Assistant Professor	Associate Professor	Professor
A	Indicator 1	50	50	50	50	50
B	2 Indicator	-	100	-	-	-
C	3 Indicator	-	-	-	100	100
D	Sum of indicators from 11 to 4	30	100	-	200	200
E	Sum of indicators from 12 to 14	-	100	-	50	100
F	Sum of indicators from 15 to the end	-	-	-	-	100

Table 2. Number of points by indicators

Group of indicators	Indicator	Number of points
A	1. Dissertation thesis for awarding the educational and scientific degree "Doctor"	50
B	2. Dissertation thesis for awarding the scientific degree "Doctor of Science"	100
C	3. Habilitation thesis – monograph	100
D	4. Published monograph which has not been presented as the main habilitation thesis	100
	5. Published book based on the defended dissertation thesis for awarding the educational and scientific degree "Doctor" or for awarding the scientific degree "Doctor of Science"	75
	6. Articles and reports published in scientific journals, referenced and indexed in world-renowned scientific information databases	30/n

	7. Articles and reports published in non-referenced scientific peer-reviewed journals or in peer-reviewed collective volumes	10/n
	8. Studies published in scientific journals, referenced and indexed in world-renowned scientific information databases	45/n
	9. Studies published in non-referenced scientific peer-reviewed journals or in published collective volumes	15/n
	10. Published chapter of a collective monograph	20/n
	11. Development of dictionaries (only for 2.1)	40/n
E	12. Citations or reviews in scientific journals, referenced and indexed in world-renowned scientific information databases or in monographs and collective volumes	15
	13. Citations in monographs and peer-reviewed collective volumes	10
	14. Citations or reviews in non-referenced scientific peer-reviewed journals	5
F	15. Acquired scientific degree "Doctor of Science"	40
	16. Supervision of successfully defended doctoral student (n is the number of co-supervisors of the respective doctoral student)	40/n
	17. Participation in a national research or educational project	15
	18. Participation in an international research or educational project	20
	19. Management of a national research or educational project	30
	20. Management of an international research or educational project	40
	21. Published university textbook or textbook used in the school network	40/n
	22. Published university handbook or handbook used in the school network	20/n

AREA 3. SOCIAL, BUSINESS AND LEGAL SCIENCES

Professional field:

- 3.1. *Sociology, anthropology and cultural sciences,*
- 3.2. *Psychology,*
- 3.3. *Political sciences,*
- 3.4. *Social activities,*
- 3.5. *Public Communications and Information Sciences,*
- 3.6. *Law,*
- 3.7. *Administration and management,***
- 3.8. *Economics,*
- 3.9. *Tourism***

Table 1. Minimum required points by groups of indicators for the different scientific degrees and academic positions

Group of indicators	Content	Doctor	Doctor of Science	Chief Assistant Professor	Associate Professor	Professor
A	Indicator 1	50	50	50	50	50
B	2 Indicator	-	100	-	-	-
C	3 Indicator	-	-	-	100	100
D	Sum of indicators from 10 to 4	30	100	-	200 (100 for PF 3.6)	200 (100 for PF 3.6)
E	Sum of indicators from 13 to 11	-	100	-	50	100
F	Sum of indicators from to the end 14	-	-	-	-	100

Table 2. Number of points by indicators

Group of indicators	Indicator	Number of points
A	1. Dissertation thesis for awarding the educational and scientific degree "Doctor"	50
B	2. Dissertation thesis for awarding the scientific degree "Doctor of Science"	100
C	3. Habilitation thesis – monograph	100
D	4. Published monograph which has not been presented as the main habilitation thesis	100
	5. Published book based on the defended dissertation thesis for awarding the educational and scientific degree "Doctor" or for awarding the scientific degree "Doctor of Science"	75

Group of indicators	Indicator	Number of points
	6. Articles and reports published in scientific journals, referenced and indexed in world-renowned scientific information databases	30/n
	7. Articles and reports published in non-referenced scientific peer-reviewed journals or in peer-reviewed collective volumes	10/n
	8. Studies published in scientific journals, referenced and indexed in world-renowned scientific information databases	45/n
	9. Studies published in non-referenced scientific peer-reviewed journals or in published collective volumes	15/n
	10. Published chapter of a collective monograph	20/n
E	11. Citations or reviews in scientific journals, referenced and indexed in world-renowned scientific information databases or in monographs and collective volumes	15
	12. Citations in monographs and peer-reviewed collective volumes	10
	13. Citations or reviews in non-referenced scientific peer-reviewed journals	5
F	14. Acquired scientific degree "Doctor of Science"	40
	15. Supervision of successfully defended doctoral student (n is the number of co-supervisors of the respective doctoral student)	40/n
	16. Participation in a national research or educational project	15
	17. Participation in an international research or educational project	20
	18. Management of a national research or educational project	30
	19. Management of an international research or educational project	40
	20. Published university textbook or textbook used in the school network	40/n
21. Published university handbook or handbook used in the school network	20/n	

AREA 4. NATURAL SCIENCES, MATHEMATICS AND INFORMATICS

Professional field:

- 4.1. Physical Sciences,
- 4.2. Chemical Sciences,
- 4.3. Biological Sciences,
- 4.5. Mathematics,
- 4.6. Informatics and Computer Sciences

Table 1. Minimum required points by groups of indicators for the different scientific degrees and academic positions

Group of indicators	Content	Doctor	Doctor of Science	Chief Assistant Professor	Associate Professor	Professor
A	Indicator 1	50	50	50	50	50
B	2 Indicator	-	100	-	-	-
C	or 3 Indicator 4	-	-	-	100	100
D	Sum of indicators from 10 to 5	30	100	-	200	200
E	Sum of points 11 in indicator	-	100	-	50	100
F	Sum of indicators from to the end 12	-	-	-	-	150 (100 for PF 4.5 and PF 4.6)

Table 2. Number of points by indicators

Group of indicators	Indicator	Number of points
A	1. Dissertation thesis for awarding the educational and scientific degree "Doctor"	50
B	2. Dissertation thesis for awarding the scientific degree "Doctor of Science"	100
C	3. Habilitation thesis – monograph or articles – thesis habilitation published in scientific journals, referenced and indexed in world-renowned scientific information databases (Web of Science and Scopus)	100 for a monograph 25 for article in Q1 20 for article in Q2 15 for article in Q3 12 for article in Q4 10 for article in a journal with SJR without IF 6 for other# art.

Group of indicators	Indicator	Number of points
D	5. Published monograph which has not been presented as the main habilitation thesis	30
	6. Published book based on the defended dissertation thesis for awarding the educational and scientific degree "Doctor" or for awarding the scientific degree "Doctor of Science"	20
	7. Articles, published in scientific journals, referenced and indexed in world-renowned scientific information databases (Web of Science и Scopus) not included in the habilitation thesis	25 for article in Q1 20 for article in Q2 15 for article in Q3 12 for article in Q4 10 for article in a journal with SJR without IF 6 for other# art.
	of a book or collective monograph Published chapter	15
	9. Invention, patent or utility model, for which a protection document has been duly issued	25
	Published application for a patent or utility model .10	15
E	11. Citations in scientific journals, monographs, collective volumes and patents, referenced and indexed in world-renowned scientific information databases (Web of Science и Scopus)*	2 1 in other # art.
F	12. Acquired scientific degree "Doctor of Science"	75
	13. Supervision of successfully defended doctoral student (n is the number of co-supervisors of the respective doctoral student)	50/n**
	14. Participation in a national research or educational project	10
	15. Participation in an international research or educational project	20
	16. Management of a national research or educational project	20
	17. Management of the Bulgarian team in an international research or educational project	50
	18. Funds gathered through projects, managed by the candidate	1 point for each 5000 BGN
	19. Published university textbook or a textbook, used in the school network	40/n
	20. Published university handbook or a handbook, used in the school network	20/n

● Q1, Q2, Q3 and Q4 denotes the four quartiles in which the Journal Citation Reports (JCR) of the Web of Science groups the scientific journals with an impact factor (IF) in each scientific field. When reporting a publication in a journal that appears in more than one scientific field in the Web of Science database, the highest quartile for the respective journal for the year of publication shall be used. If a journal quartile is not available for an article in the year of publication, the available quartile for the most recent year shall be used.

● Scimago Journal Rank (SJR) denotes the metrics of the scientific journals, referenced in Scopus.

● When reporting publications with more than 30 (thirty) co-authors, the candidate shall have a proven significant contribution. Significant contribution to a scientific publication shall be demonstrated by at least one of the following ways: (1) the candidate is first on the list of co-authors, (2) the candidate is listed in the publication as the author for correspondence, (3) the candidate submits a letter from the author for correspondence of the article or from the publicly announced head of the scientific team, which prepared the publication, where the specific significant contribution of the candidate in this publication is certified. The presence of letters, certifying a significant contribution to articles with more than thirty co-authors shall be verified in the procedure for checking the eligibility of the candidates. The correspondence between the content of the letter and the content of the respective publication shall be certified in writing in the reviews and opinions of the scientific panel members.

✓ The following additional coefficients for multiplication of points in the reporting of the respective indicator for PF 4.5 and PF 4.6 only:

For indicators C4 and D7 – coefficient 3.

For indicator E11 – coefficient 4.

✓ The quartiles Q1, Q2, Q3 and Q4 in accordance with the SJR metrics (<https://www.scimagojr.com/>) shall be used for the PF4.1, PF 4.2 and PF 4.3 only. When reporting a publication in a journal, which for the respective year is listed in both JCR and SJR quartiles, the higher quartile shall be used.

For PF 4.5 and PF 4.6 points shall be given for “other” scientific publications (for indicators C4 and D7) which shall be referenced and indexed in at least one of the following scientific information databases: Zentralblatt, MathSciNet, ACM Digital Library, IEEE Xplore and AIS eLibrary, as well as points for citations (indicator E11) in “other” scientific journals, monographs and collective volumes, referenced and indexed in at least one of these databases.

PROFESSIONAL FIELD:

4.4. EARTH SCIENCES

Table 1. Minimum required points by groups of indicators for the different scientific degrees and academic positions

Group of indicators	Content	Doctor	Doctor of Science	Chief Assistant Professor	Associate Professor	Professor
A	Indicator 1	50	50	50	50	50
B	Indicator 2	-	100	-	-	-
C	Indicators 3 or 4	-	-	-	100	100
D	Sum of indicators from 5 to 9	30	100	-	200	200
E	Sum of indicators from 10 to 12	-	100	-	50	100
F	Sum of indicators from 13 to the end	-	-	-	-	150

Table 2. Number of points by indicators

Group of indicators	Indicator	Number of points
A	1. Dissertation thesis for awarding the educational and scientific degree "Doctor"	50
B	2. Dissertation thesis for awarding the scientific degree "Doctor of Science"	100
C	3. Habilitation thesis – monograph	100
	4. Habilitation thesis – scientific articles (at least 10) in journals, referenced and indexed in world-renowned scientific information databases	60/n for each article
D	5. Published monograph which has not been presented as the main habilitation thesis	30
	6. Published book based on the defended dissertation thesis for awarding the educational and scientific degree "Doctor" or for awarding the scientific degree "Doctor of Science"	30
	7. Scientific article in journals, referenced and indexed in world-renowned scientific information databases	40/n or distributed on a proportion based on a contribution protocol

	8. Scientific article in non-referenced peer-reviewed journals or in collective volumes	20/n or distributed on a proportion based on a contribution protocol
	9. Published chapter of a collective monograph	10/n
E	10. Citations in scientific journals, referenced and indexed in world-renowned scientific information databases or in monographs and collective volumes	5
	11. Citations in monographs and peer-reviewed collective volumes	3
	12. Citations or reviews in non-referenced peer-reviewed scientific journals	2
F	13. Acquired scientific degree "Doctor of Science"	40
	14. Supervision of successfully defended doctoral student (n is the number of co-supervisors of the respective doctoral student)	40/n
	15. Participation in a national research or educational project	10
	16. Participation in an international research or educational project	20
	17. Management of a national research or educational project	20
	18. Management of an international research or educational project	40
	19. Funds gathered through projects, managed by the candidate	1 point for each 5000 BGN
	20. Published university textbook or a textbook, used in the school network	40/n
	21. Published university handbook or a handbook, used in the school network	20/n
	22. Published application for a patent or utility model	20
	23. Recognised application for utility model, patent or copyright certificate	40

AREA 5. TECHNICAL SCIENCES

Professional field:

- 5.1. *Mechanics,*
- 5.2. *Electrical Engineering, Electronics and Automation,*
- 5.3. *Communication and Computer Equipment,*
- 5.4. *Energetics,*
- 5.5. *Transport, Shipping and Aviation,*
- 5.6. *Materials and Material Science,*
- 5.7. *Architecture, Construction and Geodesy,*
- 5.8. *Minerals Prospecting, Extraction and Processing,*
- 5.9. *Metallurgy,*
- 5.10. *Chemical Technologies,*
- 5.11. *Biotechnologies,*
- 5.12. *Food Technologies,*
- 5.13. General Engineering**

Table 1. Minimum required points by groups of indicators for the different scientific degrees and academic positions

Group of indicators	Content	Doctor	Doctor of Science	Chief Assistant Professor	Associate Professor	Professor
A	Indicator 1	50	50	50	50	50
B	2 Indicator	-	100	-	-	-
C	or 3 Indicators 4	-	-	-	100	100
D	Sum of indicators from 11 to 5	30	100	-	200	200
E	Sum of indicators from 15 to 12	-	100	-	50	100
F	Sum of indicators from 16 to the end	-	-	-	-	150

Table 2. Number of points by indicators

Group of indicators	Indicator	Number of points
A	1. Dissertation thesis for acquiring the educational and scientific degree "Doctor"	50
B	2. Dissertation thesis for acquiring the scientific degree "Doctor of Science"	100
C	3. Habilitation thesis – monograph	100

Group of indicators	Indicator	Number of points
	4. Habilitation thesis – scientific articles (at least 10) in journals, referenced and indexed in world-renowned scientific information databases	60/n for each article
D	5. Published monograph, which has not been presented as the main habilitation thesis	30
	6. Published book based on the defended dissertation thesis for awarding the educational and scientific degree “Doctor” or for awarding the scientific degree “Doctor of Science”	30
	7. Scientific article in journals, referenced and indexed in world-renowned scientific information databases	40/n or distributed on a proportion based on a contribution protocol
	8. Scientific article in non-referenced peer-reviewed journals or in collective volumes	20/n or distributed on a proportion based on a contribution protocol
	9. Published chapter of a collective monograph	10/n
	10. Realized original projects in the field of architecture or design	30/n
E	11. Leading (single) creative performance in the field of architecture or design	35
	12. Citations or reviews in scientific journals, referenced and indexed in world-renowned scientific information databases or in monographs and collective volumes	10
	13. Citations in monographs or peer-reviewed collective volumes	3
	14. Citations or reviews in non-referenced peer-reviewed scientific journals	2
F	15. Reviews of realized original products in specialised journals in the field of architecture or design	10
	16. Acquired scientific degree “Doctor of Science”	40
	17. Supervision of successfully defended doctoral student (n is the number of co-supervisors of the respective doctoral student)	40/n
	18. Participation in a national research or educational project	10
	19. Participation in an international research or educational project	20
	20. Management of a national research or educational project	20

Group of indicators	Indicator	Number of points
	21. Management of an international research or educational project	40
	22. Funds gathered through projects, managed by the candidate	1 point for each 5000 BGN
	23. Published university textbook or a textbook, used in the school network	40/n
	24. Published university handbook or a handbook, used in the school network	20/n
	25. Published application for a patent or utility model	20
	26. Recognised application for utility model, patent or copyright certificate	40
	27. Awards in architecture or design competitions given by national professional forums and organizations	10
	28. Awards in architecture or design competitions given by foreign professional forums and organizations	20

AREA 6. AGRARIAN SCIENCES AND VETERINARY MEDICINE

Professional field:

6.1. Plant Growing,

6.2. Plant Protection,

6.3. Livestock breeding,

6.4. Veterinary Medicine,

6.5. Forestry

Table 1. Minimum required points by groups of indicators for the different scientific degrees and academic positions

Group of indicators	Content	Doctor	Doctor of Science	Chief Assistant Professor	Associate Professor	Professor
A	Indicator 1	50	50	50	50	50
B	2 Indicator	-	100	-	-	-
C	or 3 Indicators 4	-	-	-	100	100
D	Sum of indicators from 5 to 12	30	100	-	200	200
E	Sum of indicators from 13 to 15	-	100	-	50	100
F	Sum of indicators from 16 to the end	-	-	-	-	100

Table 2. Number of points by indicators

Group of indicators	Indicator	Number of points
A	1. Dissertation thesis for acquiring the educational and scientific degree "Doctor"	50
B	2. Dissertation thesis for acquiring the scientific degree "Doctor of Science"	100
C	3. Habilitation thesis – monograph	100
	4. Habilitation thesis – scientific articles (at least 10) in journals, referenced and indexed in world-renowned scientific information databases	60/n for each article
D	5. Published monograph, which has not been presented as the main habilitation thesis	100
	6. Published book based on the defended dissertation thesis for awarding the educational and scientific degree	40

Group of indicators	Indicator	Number of points
	"Doctor" or for awarding the scientific degree "Doctor of Science"	
	7. Article and reports, published in journals, referenced and indexed in world-renowned scientific information databases	30/n or distributed on a proportion based on a contribution protocol
	8. Article and reports, published in non-referenced peer-reviewed journals or published in collective volumes	10/n or distributed on a proportion based on a contribution protocol
	9. Studies, published in journals, referenced and indexed in world-renowned scientific information databases	45/n or distributed on a proportion based on a contribution protocol
	10. Studies, published in non-referenced peer-reviewed journals or published in collective volumes	15/n or distributed on a proportion based on a contribution protocol
	11. Published chapter of a collective monograph	20/n
	12. Created lines and varieties, breeds/ of animals with n participant	50/n
E	13. Citations or reviews in scientific journals, referenced and indexed in world-renowned scientific information databases or in monographs and collective volumes	15
	14. Citations in monographs and peer-reviewed collective volumes	10
	15. Citations or reviews in non-referenced peer-reviewed journals	5
F	16. Acquired scientific degree "Doctor of Science"	40
	17. Supervision of successfully defended doctoral student (n is the number of co-supervisors of the respective doctoral student)	40/n
	18. Participation in a national research or educational project	15
	19. Participation in an international research or educational project	20
	20. Management of a national research or educational project	30
	21. Management of an international research or educational project	40
	22. Published university textbook or a textbook, used in the school network	40/n
23. Published handbook or a handbook, used in the school network	20/n	

Group of indicators	Indicator	Number of points
	24. Patents, inventions, technologies with n participants	50/n

AREA 7. HEALTHCARE AND SPORTS

Professional field:

- 7.1. Medicine,
- 7.2. Dental Medicine,
- 7.3. Pharmacy,
- 7.4. Public Health,
- 7.5. Healthcare,
- 7.6. Sports

Table 1. Minimum required points by groups of indicators for the different scientific degrees and academic positions

Group of indicators	Content	Doctor	Doctor of Science	Chief Assistant Professor	Associate Professor	Professor
A	Indicator 1	50	50	50	50	50
B	2 Indicator	-	100	-	-	-
C	or 3 Indicators 4	-	-	-	100	100
D	Sum of indicators from 5 to 9	30	100	-	200 (160 for PF 7.6)	200 (180 for PF 7.6)
E	Sum of indicators from 10 to 12	-	100	-	50	100
F	Sum of indicators from 13 to the end	-	-	-	-	100 (80 for PF 7.6)

Table 2. Number of points by indicators

Group of indicators	Indicators	Number of points
A	1. Dissertation thesis for acquiring the educational and scientific degree "Doctor"	50
B	2. Dissertation thesis for acquiring the scientific degree "Doctor of Science"	100
C	3. Habilitation thesis – monograph	100

Group of indicators	Indicators	Number of points
	4. Habilitation thesis – scientific articles (at least 10) in journals, referenced and indexed in world-renowned scientific information databases	60/n for each article
D	5. Published monograph, which has not been presented as the main habilitation thesis	100
	6. Published book based on the defended dissertation thesis for awarding the educational and scientific degree “Doctor” or for awarding the scientific degree “Doctor of Science”	40
	7. Articles and reports, published in journals, referenced and indexed in world-renowned scientific information databases	60/n or distributed on a proportion based on a contribution protocol
	8. Articles and reports, published in non-referenced peer-reviewed journals or published in collective volumes	30/n or distributed on a proportion based on a contribution protocol
	9. Published chapter of a collective monograph	20/n
E	10. Citations or reviews in scientific journals, referenced and indexed in world-renowned scientific information databases or in monographs and collective volumes	15
	11. Citations in monographs and peer-reviewed collective volumes	10
	12. Citations or reviews in non-referenced peer-reviewed journals	5
F	13. Acquired scientific degree “Doctor of Science”	40
	14. Supervision of successfully defended doctoral student (n is the number of co-supervisors of the respective doctoral student)	40/n
	15. Acquired medical specialty	40
	16. Participation in a national research or educational project	15
	17. Participation in an international research or educational project	20
	18. Management of a national research or educational project	30
	19. Management of an international research or educational project	40
	20. Published university textbook or a textbook, used in the school network	40/n
	21. Published university handbook or a handbook, used in the school network	20/n

Group of indicators	Indicators	Number of points
	22. Training of interns, postgraduates and doctoral students (seminar and practical classes)	30
	23. Awards won at national sports competitions (for PF 7.6. Sports)	10
	24. Awards won at international sports competitions (for PF 7.6. Sports)	20

AREA 8. ARTS

Professional field:

8.1. Theory of Art,

8.2. Fine Arts,

8.3. Music and Dance Art,

8.4. Theatre and Cinema Arts

Table 1. Minimum required points by groups of indicators for the different scientific degrees and academic positions

Group of indicators	Content	Doctor	Doctor of Science	Chief Assistant Professor	Associate Professor	Professor
A	1 Indicator	50	50	50	50	50
B	2 Indicator	-	100	-	-	-
C	Sum of indicators from 3 to 5	-	-	-	100	100
D	Sum of indicators from 6 to 15	30	60	-	120	150
E	Sum of indicators from 16 to 19	-	50	-	40	80
F	Sum of indicators from 20 to the end	-	-	-	50	120

Table 2. Number of points by indicators

Group of indicators	Indicator	Number of points
A	1. Dissertation thesis for acquiring the educational and scientific degree "Doctor"	50

Group of indicators	Indicator	Number of points
B	2. Dissertation thesis for acquiring the scientific degree "Doctor of Science"	100
C	3. Habilitation thesis – published monograph in the respective scientific field	100
	4. Realised original product in the field of arts (a film, performance, exhibition, concert, etc.)	50
	5. Leading (single) creative performance in the field of arts	35
D	6. Published monograph, which has not been presented as a main habilitation thesis	100
	7. Published book based on the defended dissertation thesis for awarding the educational and scientific degree "Doctor" or for awarding the scientific degree "Doctor of Science"	75
E	8. Articles and reports, published in scientific journals, referenced and indexed in world-renowned scientific information databases	30/n
	9. Articles and reports, published in specialised journals in the field of arts	15/n
	10. Studies, published in scientific journals, referenced and indexed in world-renowned scientific information databases	45/n
	11. Studies, published in specialised journals in the field of arts	30/n
	12. Realised short original product in the field of arts	30/n
	13. Leading (or single) creative performance in the field of arts, which is not a main habilitation thesis	35
	14. Supportive creative performance or participation in a collective product in the field of arts	10
	15. Published chapter of a collective monograph	20/n
F	16. Citations or reviews in scientific journals, referenced and indexed in world-renowned scientific information databases or in monographs and collective volumes	15
	17. Citations in monographs and peer-reviewed collective volumes	10
	18. Citations and reviews in non-referenced peer-reviewed journals	5
	19. Reviews of realized original products of creative performances in specialised journals in the field of arts	10
G	20. Acquired scientific degree "Doctor of Science"	40
	21. Supervision of successfully defended doctoral student (n is the number of co-supervisors of the respective doctoral student)	40/n
	22. Participation in a national research, educational or artistic and creative project	15

Group of indicators	Indicator	Number of points
	23. Participation in an international research, educational or artistic and creative project	20
	24. Management of a national research, educational or artistic and creative project	30
	25. Management of an international research, educational or artistic and creative project	40
	26. Published university textbook or a textbook, used in the school network	40/n
	27. Published university handbook or a handbook, used in the school network	20/n
	28. Guidance of a master class, studio or workshop in the field of arts	20
	29. Creative performance in a master class, studio or workshop in the field of arts	5
	30. Awards at performance and creativity competitions given by national professional forums and organizations	10
	31. Awards at performance and creativity competitions given by foreign professional forums and organizations	20

AREA 9. SECURITY AND DEFENCE

Professional field:

9.1. National Security,

9.2. Military Science

Table 1. Minimum required points by groups of indicators for the different scientific degrees and academic positions

Group of indicators	Content	Doctor	Doctor of Science	Chief Assistant Professor	Associate Professor	Professor
A	Indicator 1	50	50	50	50	50
B	2 Indicator	-	100	-	-	-
C	3 Indicator	-	-	-	100	100
D	Sum of indicators from 4 to 10	30	100	-	200	200
E	Sum of indicators from 11 to 13	-	100	-	50	100
F	Sum of indicators from 14 to the end	-	-	-	-	100

Table 2. Number of points by indicators

Group of indicators	Indicator	Number of points
A	1. Dissertation thesis for acquiring the educational and scientific degree "Doctor"	50
B	2. Dissertation thesis for acquiring the scientific degree "Doctor of Science"	100
C	3. Habilitation thesis – published monograph in the respective scientific field	100
D	4. Published monograph, which has not been presented as a main habilitation thesis	100
	5. Published book based on the defended dissertation thesis for awarding the educational and scientific degree "Doctor" or for awarding the scientific degree "Doctor of Science"	75
	6. Articles and reports, published in scientific journals, referenced and indexed in world-renowned scientific information databases	30/n

Group of indicators	Indicator	Number of points
	7. Articles and reports, published in non-referenced peer-reviewed journals or published in collective monographs or specialised publications with classified information	10/n
	8. Studies, published in scientific journals, referenced and indexed in world-renowned scientific information databases	45/n
	9. Studies, published in non-referenced peer-reviewed journals or published in collective volumes or specialised publications with classified information	15/n
	10. Published chapter of a collective monograph	20/n
E	11. Citations or reviews in scientific journals, referenced and indexed in world-renowned scientific information databases or in monographs and collective volumes	15
	12. Citations in monographs and peer-reviewed collective volumes	10
	13. Citations or reviews in non-referenced peer-reviewed journals	5
F	14. Acquired scientific degree "Doctor of Science"	40
	15. Supervision of successfully defended doctoral student (n is the number of co-supervisors of the respective doctoral student)	40/n
	16. Participation in a national research or educational project	15
	17. Participation in an international research or educational project	20
	18. Management of a national research or educational project	30
	19. Management of an international research or educational project	40
	20. Published university textbook or a textbook, used in the school network	40/n
	21. Published university handbook or a handbook, used in the school network	20/n
22. Participation in teams for development of strategic and doctrinal documents in the field of security and defence	30/n	

Notes:

1. The fulfilment of the minimum national requirements shall only be a condition for admission to participation in the procedures under the ADASRB.

2. Due to the requirement under Art. 24, para. 1, item 3 of the ADASRB for the presence of "monograph or equivalent publications", the table shall contain a formula for equating the monograph to an equivalent number of publications – articles or studies. The articles/studies replacing the monograph shall be excluded from number of publications evaluated by other indicators.

When applying Art. 24, para. 1, item 3 of the ADASRB in some professional fields, e.g. some of the humanitarian and social sciences, in accordance with their specifics, it shall be allowed to present only a monograph without its equating to equivalent publications in specialised scientific journals.

The importance of monographs in the humanities and social sciences shall be taken into account. In these sciences, the greatest recognition is obtained through monographs published in the country and abroad, and not through articles or studies in journals.

3. The Ministry of Education and Science through the NACID shall maintain a **List of contemporary Bulgarian scientific publications**, referenced and indexed in world-renowned scientific information databases and performs the respective reports on foreign scientific publications, referenced and indexed in world-renowned scientific information databases.

The NACID shall define the world-renowned scientific information databases, relevant to the respective professional field.

4. (Suppl. – 2019) The Ministry of Education and Science through the NACID shall create and maintain the **National Reference List of contemporary Bulgarian scientific publications with a scientific review**. On the basis of this list, publications and citations in scientific journals with a scientific review, which are not referenced and indexed, shall be counted, as the publications and citations shall be equated to publications and citations in referenced and indexed journals through the respective numerical values of correspondence. At the discretion of the scientific panel or the faculty, respectively, the scientific council, foreign reviewed scientific publications, which are not referenced and indexed in world-renowned scientific information databases, shall be equated to Bulgarian reviewed scientific publications.

5. Regarding the **monographs with more than one co-author**, it shall be obligatory to have a separation protocol between the authors, and in order to consider the publication as a monograph, the author shall have a separate number of pages, corresponding to the definition of a monograph. In case of authorship of a smaller number of pages, the participation of the respective author shall be considered as a study/article.

6. (Suppl. – 2019) Different treatment of articles with one author and with several co-authors shall be applied in the different professional fields.

In most areas the coefficient of the article shall be divided equally by the co-authors, with “n” denoting their number. An exception shall be made for the professional field 4.4. Earth Sciences of Area 4 and Areas 5, 6 and 7, where the leading contribution has an important role. If the authors have signed a protocol to determine their contribution in the publication, the points shall be distributed on the basis of the ratio in the protocol. Letters from all co-authors shall also be accepted as a protocol for determining the contribution.

7. The system shall enable the **aggregation of coefficients within one group of indicators** (A, B, C, D, E and F), so that internal compensation can be made and the missing points of one indicator can be supplemented by points from another indicator.

8. Specific requirements for determining the indicators for the different academic positions:

a) “Chief Assistanat Professor” – no additional indicators shall be required after the acquisition of the educational and scientific degree “Doctor”;

b) “Associate Professor” – evidence (publications, etc.) of the different indicators, presented for acquiring the educational and scientific degree “Doctor” and the scientific degree “Doctor of Science”, shall not be repeated (Art. 24, para. 1, item 3 of the ADASRB);

c) “Professor” – evidence (publications, etc.) of the different indicators, presented for acquiring the educational and scientific degree “Doctor”, the scientific degree “Doctor of Science”, and the academic position “Associate Professor”, shall not be repeated (Art. 29, para. 1, item 3 of the ADASRB);

d) When applying for the academic position “Professor” without the candidate having previously held the academic position “Associate Professor” (Art. 29, para. 1, item 2 of the ADASRB), the minimum national requirements for holding the academic position “Associate Professor” shall be added to the required minimum national requirements for the academic position “Professor”, as the educational and scientific degree “Doctor” shall be included only once;

e) Points for a published book on the basis of a defended dissertation thesis for acquiring the educational and scientific degree “Doctor” and the scientific degree “Doctor of Science” may also be used in the procedures under item “b” and “c”.

9. (Suppl. – 2019) The citations, where the cited and citing publication have at least one common author (i.e. self-citations) **shall be subtracted from the total number of citations**. Each citation shall be counted only once for a given citing publication, regardless of how many times it has been mentioned in the text of the citing publication. Citations of all scientific works of the candidate may be presented, as the citations, presented for the purposes of one procedure cannot be used in another procedure. A review of one publication shall be equated to one citation of the same publication. Only the reviews of candidate’s publications shall be counted, but not the reviews, written by the candidate.

10. Articles, studies, monographs, etc., which have been accepted for publication in journals with ISSN or ISBN and this has been verified by **a certificate from the respective publisher, shall also be considered as “published”**.

11. Regarding the interational projects, only the funds, accumulated to be used by the Bulgarian scientists, included in the project, as well as the funds, spent on the territory of Bulgaria, shall be reported.

12. Habilitation thesis shall be a monograph or its equivalent articles, presented in accordance with Art. 24, para. 1, item 3 or Art. 29, para. 1, item 3 of the ADASRB.

Extended habilitation reference on the scientific contributions, representing a short exposition in which the candidate shall describe the place of the conducted research in the respective scientific field and his/her personal contributions, shall also be presented in procedures for holding the academic position “Associate Professor” or “Professor”, along with the formula for equating the monograph to an equivalent number of articles. The habilitation rerefence shall include: 1. An introduction, which shall briefly describe the essence of the studied scientific problems and their place among the investigations of other researchers in this field; 2. Main scientific contributions, where the candidate shall describe in detail the specific original scientific contributions with which he/she applies in the competition; 3. Bibliography with a clear distinction of the articles, with which the candidate applies in the competion, and the articles by other authors.

13. For area 8. Arts:

a) a “realized author’s product” shall be an author's theatrical/dance/music/audio-visual artistic product, publicly performed or officially distributed in the cinema network, on radio, TV, CD, DVD, VOD, VR, AR, WWW and in other platforms (for producer, playwright, director, composer, choreographer, set designer, costume designer, sound director, animator); solo artistic/scenographic/photographic exhibition/installation/album;

b) a “leading (single) creative performance” shall be a performance of a leading role (solo or chamber concert, solo performance) in a theatrical/music/dance/audio-visual artistic product;

c) a “realized short author’s product” shall be an author’s theatrical/dance/music/audio-visual artistic product, publicly performed or officially distributed in the cinema network, on radio, TV, CD, DVD, VOD, VR, AR, WWW and in other platforms (for producer, playwright, director, composer, choreographer, set designer, costume designer, sound director, animator);

d) a “supporting artistic performance or participation in a collective product” shall be a performance of a supporting role in a theatrical/music/dance/audio-visual artistic product (a group concert; solo in orchestral work; participation with an author’s product in a joint artistic/scenographic/photographic exhibition/installation/album).

14. (*New – 2019*) The number of co-supervisors of the doctoral student shall not be divided if they are from different scientific fields.